



## **Town Council Meeting Minutes - Draft**

Mayor Jason Gray  
Mayor Pro Tem Kevin Bracken  
Councilmember Ryan Hollingshead  
Councilmember Laura Cavey  
Councilmember Desiree Lefleur  
Councilmember Max Brooks  
Councilmember Tim Dietz

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**Tuesday, January 17, 2023**

**6:00 PM**

**Town Hall Council Chambers**

**100 North Wilcox Street**

**Castle Rock, CO 80104**

**Phone in: 720-650-7664**

**Meeting code: 2497 923 6029**

**[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 2497 923 6029 (if prompted for a password enter "Jan17Council"). 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. January 17, 2023, to be included in the public record.

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

### **INVOCATION - Larry Munsinger, Calvary Castle Rock**

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

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

**Not Present:** 1 - Councilmember Hollingshead

### **PLEDGE OF ALLEGIANCE**

### **COUNCIL COMMENTS**

Mayor Gray and Councilmembers acknowledged the pending snowstorm and advised extra caution and safety.

Councilmembers Cavey and LaFleur addressed the recent traffic fatalities within our community and offered their condolences.

### **UNSCHEDULED PUBLIC APPEARANCES**

No items presented to Council.

### **TOWN MANAGER'S REPORT**

Kristin Read, Assistant Town Manager, presided over the meeting introducing Deputy District Attorney of the 18th Judicial District, Jacob Kremin, who presented information on human trafficking.

[ID 2023-007](#)**Overview of Snow and Ice Management**

Dan Sailer, Director of Public Works, presented the Snow and Ice Control program overview to Council.

Councilmembers questioned the process to direct citizen complaints regarding snow removal efforts to the Town. Sailer suggested directing citizens to our website for contact information and encouraged citizens to report specific issues or the need for service during snow events.

Councilmember LaFleur asked if the Town was fully staffed in regard to snowplow operators and Sailer responded that all CDL positions were currently filled, noting as well that other Town departments also provide resources for snow removal efforts. LaFleur also cited the Denver 'Snow Angel' program which matches volunteers to assist elderly citizens with snow removal and questioned if the Town had interest in looking into a similar program. Assistant Town Manager, Read, noted a similar service available in Castle Rock provided by Aging Resources of Douglas County.

[ID 2023-008](#)**Update: Calendar Reminders**[ID 2023-009](#)**Update: Monthly Department Reports**[ID 2023-010](#)**Update: Quasi-Judicial Projects**[ID 2023-011](#)**Development Services Project Updates****TOWN ATTORNEY'S REPORT**

No report.

**ACCEPTANCE OF AGENDA**

**Moved by Mayor Pro Tem Bracken, seconded by Councilmember Cavey, to Approve the Agenda as presented. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

**CONSENT CALENDAR**

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

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

**Not Present:** 1 - Hollingshead

- [RES 2023-002](#) **Resolution Waiving the Formal Written Sealed Bid Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Academy Sports Turf, Inc., for the Matney Park Athletic Field Synthetic Turf Replacement Project** *[Location: 5790 Lantern Circle, Castle Rock, CO 80104]*
- [RES 2023-003](#) **Resolution Waiving the Formal Written Bidding Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with Pall Corporation for the Plum Creek Water Purification Facility Pall Membrane Filter Module Replacement Project** *[Entire Castle Rock Water Service Area]*
- [RES 2023-004](#) **Resolution Waiving the Formal Written Sealed Bid Requirement on the Basis of Sole Source and Approving an Equipment and Services Acquisition Agreement with PSI Water Technologies, Inc., for the Tank 17A and Tank 17B Monoclor Residual Control System Project** *[Tanks 17A and 17B in Castle Rock, CO]*
- [RES 2023-005](#) **Resolution Approving a Construction Contract with 53 Corporation, LLC, for the East Plum Creek Reach 6 Stabilization Project** *[Adjacent to Plum Creek Water Reclamation Facility]*
- [MIN 2023-003](#) **Minutes: January 3, 2023 Town Council Meeting**

## QUASI JUDICIAL HEARINGS

- [RES 2023-006](#) **Resolution Approving a Site Development Plan for a Mixed-Use, Multi-Family Development in the Meadows Town Center** *[3.93 Acres Mixed Use/Multifamily - Located Northeast, Southeast and Southwest of the Intersection of Mercantile and Future Streets in the Meadows Town Center]*
- Tara Vargish, Director of Development Services, introduced proposal as a mixed-use development to include multifamily residential townhomes, apartments and commercial use to include retail and restaurant.
- Stephanie Fuentes, of The Garrett Companies, presented to Council the architectural elements and amenities of the plan.
- Councilmember Lafleur asked for confirmation that the town homes and apartments were for rent. Councilmember Cavey and Mayor Pro Tem Bracken questioned parking space allocations for the residential units as well as parking concerns for retail business.
- No public comment received.
- Mayor Gray spoke in favor of the proposed site development plan as presented, clarifying that parking requirements were previously approved and the current applicant is meeting the requirements as defined.

Councilmember Brooks encouraged future discussion related to the parking issue in this area. Councilmembers concurred the issue warranted further discussion moving forward.

**Moved by Councilmember Brooks, seconded by Councilmember LaFleur, to Approve Quasi-Judicial Resolution 2023-006 as presented. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

## ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

### [RES 2023-007](#) **Resolution Approving the Agreement Between ACM Dawson Trails VIII JV LLC and the Town of Castle Rock Regarding the Marketability of Title to Certain Water Rights [Dawson Trails]**

Mark Marlowe, Director Castle Rock Water, presented the Town's water dedication requirements for non-renewable ground water rights. The developer, Dawson Trails, has decided to move forward with a quiet title action, essentially a decree that identifies the Town has a marketable title to the water rights in lieu of a title opinion, which the Town will accept.

**Moved by Councilmember Dietz, seconded by Councilmember LaFleur, to Approve Resolution 2023-007 as presented. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

### [RES 2023-008](#) **Resolution Approving a Service Agreement with Anderson Consulting Engineers, Inc., for the Mitchell Gulch Retention Pond Improvements Project [Mitchell Gulch just north of Mikelson Boulevard]**

Marlowe presented item to Council. Project involves an old stock pond, which by Colorado law required the Town to acquire the related water rights. The Town will evaluate utilizing this pond as a stormwater retention pond. Recreational opportunities, as well and preservation of habitat, will also be considered by the Town.

Council endorsed the project and was appreciative of the efforts to preserve it for the surrounding community.

No public comment received.

**Moved by Councilmember Brooks, seconded by Councilmember LaFleur, to Approve Resolution 2023-008 as presented. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

### [RES 2023-009](#) **Resolution Approving a Service Agreement with Olsson, Inc., for the**

**East Plum Creek/Sellers Gulch Confluence Project**

Marlowe continued introduction of the project, identified to be within the downtown corridor where Sellers Gulch and East Plum Creek meet. At issue is the maintenance of the water level to preserve the channel vegetation and habitat. Project also provides the opportunity to implement the Confluence Master Plan in regard to amenities that would add to the downtown experience.

Councilmember LaFleur inquired about the impact on beavers and dams they create. Marlowe confirmed there would be an interruption most likely during development, additionally speaking to the Preble's Mouse habitat concerns.

Councilmember Cavey asked for confirmation if the project encompasses DDA suggestions. Marlowe confirmed that stakeholders will be involved to develop a vision of what the community would like to see.

Mayor Gray emphasized this is a big project and everyone is interested in developing this into a great downtown experience for the community.

**Moved by Councilmember LaFleur, seconded by Councilmember Cavey, to Approve Resolution 2023-009 as presented. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

**ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES****ADJOURN**

Meeting adjourned at 7:41 pm.

**Moved by Councilmember LaFleur, seconded by Councilmember Cavey, to Adjourn. The motion passed by a vote of:**

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

**Not Present:** 1 - Hollingshead

**Submitted by:**

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**Robbie Schonher, Assistant Town Clerk**