



Town Council Meeting Minutes - Draft

Mayor Jennifer Green
Mayor Pro Tem Renee Valentine
Councilmember Jess Loban
Councilmember James Townsend
Councilmember Jason Bower
Councilmember George Teal
Councilmember Brett Ford

Tuesday, October 16, 2018

6:00 PM

**Council Chambers
100 N. Wilcox Street
Castle Rock, CO 80104**

This meeting is open to the public. All times indicated on the agenda are approximate.
Interested parties are encouraged to be present earlier than the posted time.

COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION - Pastor Mark Marble, Castle Rock Bible Church

CALL TO ORDER / ROLL CALL

Mayor Green called the meeting to order at 6:05 pm.

Present: 4 - Council Member Loban, Mayor Green, Council Member Bower, Council Member Teal

Not Present: 3 - Council Member Townsend, Mayor Pro Tem Valentine, Council Member Ford

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Councilmember Loban announced the groundbreaking tomorrow for the Deputy Zack S. Parrish III Memorial Park.

Councilmember Bower reminded citizens about the open house for the downtown mobility study in Chambers tomorrow at 5:30pm.

[APPT
2018-007](#)

Appointment: Public Works Commission

After a resignation from the Commission, they recommend this appointment for a partial term to end in 2019.

Green moved, seconded by Loban, to Appoint Butch Stinton to a partial term ending May 31, 2019 to the Public Works Commission. The motion passed by the following vote:

Yes: 4 - Loban, Green, Bower, Teal

Not Present: 3 - Townsend, Valentine, Ford

UNSCHEDULED PUBLIC APPEARANCES

No public comment.

TOWN MANAGER'S REPORT

[ID 2018-115](#)**Swearing in and Badge Pinning of Fire Chief Norris Croom**

Town Clerk Anderson performed the Oath of Office to swear in Fire Chief Norris W. Croom III. Norris' wife pinned on his badge and both his sons pinned on his collar pins.

Norris began his career in 1986 and thanked everyone for coming.

[ID 2018-116](#)**Update: Gold Leader Award from the Colorado Department of Public Health and Environment (CDPHE) Environmental Leadership Program**

Town Manager David Corliss asked Castle Rock Water Director Mark Marlowe to inform Council of the award to the Town. Marlowe thanked staff and presented the award to the Mayor.

[ID 2018-117](#)**Update: Castle Rock Parks and Recreation Received the National Gold Medal Award**

Director of Parks and Recreation Jeff Brauer informed Council of the national award their department received. Brauer presented the national award to the Mayor. Brauer thanked the other departments for their help, then they played the video that was submitted.

[ID 2018-118](#)**Presentation: Your Town Academy Graduating Class**

Assistant Town Manager Kristin Zagurski introduced the graduating class of the Your Town Academy and Mayor Green came down and handed them their certificates.

[ID 2018-119](#)**Update: Monthly Department Reports**[ID 2018-120](#)**Update: Third Quarter Major Projects**[ID 2018-121](#)**Update: Active Communication Plans and Social Media Statistics**[ID 2018-122](#)**Development Services Project Updates**[ID 2018-123](#)**Update: Quasi-Judicial Projects**[ID 2018-124](#)**Update: Water Court Cases**

Castle Rock Water Director Mark Marlowe gave an update on water court cases. We file both as an applicant and as an opposer. Two cases were settled this year as an applicant. One regarding Chatfield to pull water, and the other to divert water in Sedalia for additional junior water rights. We settled four cases as an opposer. We are within budget and hope to file two cases regarding Box Elder next year.

TOWN ATTORNEY'S REPORT

No report.

ACCEPTANCE OF AGENDA

Bower moved, seconded by Loban, that the Agenda be Adopted as presented. The motion passed by the following vote:

Yes: 4 - Loban, Green, Bower, Teal

Not Present: 3 - Townsend, Valentine, Ford

CONSENT CALENDAR

[RES 2018-094](#) **Resolution Approving the Miller's Landing Business Improvement District 2019 Operating Plan and Proposed Budget; and Appointing Members to the Board of Directors to Fill Vacancies**

[MIN 2018-012](#) **Minutes: October 2, 2018 Town Council Meeting**

Teal moved, seconded by Loban to approve the Consent Calendar as read. The motion passed by a vote of:

Yes: 4 - Loban, Green, Bower, Teal

Not Present: 3 - Townsend, Valentine, Ford

QUASI JUDICIAL HEARINGS

[ORD 2018-038](#) **Ordinance Amending the Town's Zone District Map Rezoning Lot 4A Village North Amended From Planned Development (PD) to Light Industrial District (I-1) (Second Reading - Approved on First Reading on October 2, 2018 by a vote of 6-0) [Park Street north of Wolfensberger]**

Mayor Green read the quasi-judicial script with no Councilmember voicing any conflict.

Mayor Pro-Tem Valentine arrived at 6:40 pm.

Town Clerk Lisa Anderson confirmed that the item was properly noticed.

Development Services Director Bill Detweiler gave an overview of the item to rezone the area to I-1.

No public comment.

Loban moved, seconded by Bower, that Quasi-Judicial Ordinance No. 2018-038 be Approved as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

[RES 2018-095](#) **Resolution Approving a Use by Special Review for Lot 10A Block 10**

Craig and Gould's Addition to Castle Rock for Use as a Day Care Center [399 North Gilbert Street]

Development Services Director Bill Detweiler gave an overview of the item. The property is currently zoned R-2 and was used as offices, a day care and library in the past. Improvements are planned in the interior and exterior. Neighborhood input resulted in additional screening and fencing around the outdoor play area. Planning Commission and staff feel it meets the 2030 Comprehensive Master Plan and Municipal Code and recommend approval.

No public comment.

Councilmember Bower stated he has not had any constituents express any concern.

Valentine moved, seconded by Loban, that Quasi-Judicial Resolution No. 2018-095 be Approved as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

[RES 2018-096](#) **Resolution Approving the First Amendment to Epiphany Evangelical Lutheran Church of Castle Rock Annexation and Development Agreement [located at 550 Wolfensberger Road East]**

Development Services Director Bill Detweiler stated this is a development agreement the Council previously approved. The property was annexed in 2009 for church use. The church is requesting an extension of the agreement to keep the modular units in place until December 31, 2021. Staff recommends approval of the development agreement amendment. The applicant is present for any questions.

Citizens that addressed Town Council:

Pastor Chris Mathis stated he is the applicant and yields his time.

Curtis Williams is a member of the church and stated President Larry Martin, Gary Fuller who leads ministry and other members are present. Fuller has lived in Castle Rock for 25 years. In 2016 they realized the agreement was ending in 2018; and during that time he and his family faced many health issues and was not able to do the fundraising necessary to raise money to build other buildings. Their organization ships clothing to orphanages around the world and are a non-profit Christian organization.

Councilmember Loban extended his appreciation for organizations like this in our community that reflect positively on Castle Rock.

Bower moved, seconded by Loban, that Resolution No. 2018-096 be Approved as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

[DIR 2018-044](#) **Discussion/Direction: Solaray Pugs (SRP) Incentive Request**

Frank Gray the CEO of Castle Rock EDC gave a presentation on Solaray Pugs gear who merged in 2016 and would like to expand in Castle Rock. We originally gave an economic incentive agreement to them and they have grown and now provide high paying salaries. They anticipate organic growth as well as relocation. They are competing for them to come to Castle Rock. They would like to keep their business in Castle Rock and are requesting \$300,000 for primary job creation of 30-40 employees at \$7,500 per job with no permit and fees attached to the incentive. We are asking them to commit to a long-term commitment with a 5 year lease, purchase a building, or build and expand in Castle Rock within 18 months. Economic Impact analysis estimates \$57.3M annually in economic impact and helping us to reach the goal of more high paying jobs in Castle Rock.

Councilmember Bower clarified that the Town will collect all the permits and fees.

No public comment.

Loban moved, seconded by Teal, to direct staff to prepare an agreement to bring back to Council for consideration. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

[RES 2018-097](#) **Resolution Recognizing the Crystal Valley Interchange Coalition**

Town Manager David Corliss reminded Council that Council requested staff to investigate further options and to take action to formally recognize the Crystal Valley Coalition. Councilmember Teal and Loban will be liaisons to the Coalition.

Councilmember Bower asked if this is like a steering committee. Corliss replied that it is stakeholders that we will keep apprised of funding options. Council will make the decisions how to fund it, the Town's participation, timing, etc.

Councilmember Teal stated it became apparent that a coalition was needed to hear from all of the interests in the area.

Teal moved, seconded by Loban, that Resolution No. 2018-097 be Approved as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

ORD 2018-039 Ordinance Approving Supplemental Appropriations for 2018 and the Second Amendment to the 2018 Budget (First Reading)

Matt Gohl from Finance gave an overview of the budget amendment. \$13.2M are one-time requests mainly made up of Water-related requests, \$1M in Parks and

Recreation projects, \$1M for remediation of 830 North Wilcox Street and \$150k for the Plum Creek Parkway widening design costs. Two operational amendments of \$202k are related to healthcare claims and pro shop merchandise expenditures which includes offsetting revenue.

No public comment.

Councilmember Bower asked to clarify the funds needed to purchase merchandise. They expended their budget authority so this is to give them the authority to spend the funds they have on merchandise.

Councilmember Teal was happy to see Metzler Ranch baseball field replacement with artificial turf.

Teal moved, seconded by Green, that Ordinance No. 2018-039 be Approved on First Reading as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

[RES 2018-098](#) Resolution Approving the Castle Rock Downtown Development Authority Proposed Annual Budget for 2019

Director of the Castle Rock Downtown Alliance Kevin Tilson is here on behalf of the Downtown Development Authority to present their budget. Once approved by Town Council, it is formally adopted by the DDA proposed for December 6. The first goal is to focus on development in the downtown core with retail, office, and residential; and second to develop Festival Park. In 2019 they will continue to focus on development in the downtown core, facade improvements, outdoor patio program, flowerboxes, downtown events, and operating the ice skating rink. They anticipate receiving \$165,000 from the 3 mill mill levy and a rise in income from the Rink at the Rock due to higher attendance and slight increase in fees.

No public comment.

Valentine moved, seconded by Bower, that Resolution No. 2018-098 be Approved as presented. The motion passed by the following vote:

Yes: 5 - Loban, Green, Bower, Valentine, Teal

Not Present: 2 - Townsend, Ford

[RES 2018-099](#) Resolution Approving the Town of Castle Rock Construction Contract with Hudick Excavating, Inc. for the Construction of the East Plum Creek Trail Phase 5

Director of Parks and Recreation Jeff Brauer stated they are planning on extending the trail to the south from South Perry Street to Crystal Valley Parkway. They plan to start construction in late 2018 and complete by September of 2019. GOCO awarded the Town a \$1M grant which is reimbursed to us after expenditures. They received 11 bids and chose Hudick as the lowest bidder. They added alternates for a soft surface trail adjacent to the paved trail that is about 1/4 mile long and two years of landscape maintenance including watering the trees for an

additional \$26,480 for a total contract of \$2,103,307.

Councilmember Brett Ford arrived at 7:25 pm.

Councilmember Teal asked to clarify the soft surface trail. Brauer said that this is a spur trail to the overlook.

Brauer said they do have a 404 permit and will begin work that is not within the flood area until the map revision is done which they anticipate in January.

No public comment.

Loban moved, seconded by Teal, that Resolution No. 2018-099 be Approved as presented. The motion passed by the following vote:

Yes: 6 - Loban, Green, Bower, Valentine, Teal, Ford

Not Present: 1 - Townsend

[RES 2018-100](#)

Resolution Approving a Construction Contract with Applied Ingenuity LCC for the Denver Basin Wells Rehabilitation and Pumping Equipment Replacement Project

Castle Rock Water Director Mark Marlowe stated they have an annual preventative maintenance program. They received a 65% increase in productivity after rehabilitation of the last wells they worked on. They selected Applied Ingenuity to rehab wells that have been identified with declines in production. The Water Commission and staff recommend approval.

No public comment.

Bower moved, seconded by Loban, that Resolution No. 2018-100 be Approved as presented. The motion passed by the following vote:

Yes: 6 - Loban, Green, Bower, Valentine, Teal, Ford

Not Present: 1 - Townsend

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

ADJOURN

Mayor Green recognized employee Eric Lee's passing, her neighbor and teacher Mrs. Vandekoppel, and the one year anniversary of Tanner Donahue's death, son of Mayor Donahue and his wife Jennifer.

Mayor Green read Psalms 34:18. and adjourned the meeting at 7:30 pm.

Submitted by:

Lisa Anderson, Town Clerk