



Town Council Meeting Minutes - Draft

Mayor Jason Gray
Mayor Pro Tem Jason Bower
Councilmember Jess Loban
Councilmember James Townsend
Councilmember Kevin Bracken
Councilmember Caryn Johnson
Councilmember George Teal

Tuesday, October 1, 2019

18:00

**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.

COUNCIL DINNER & INFORMAL DISCUSSION

INVOCATION - Pastor Terry Ball, Castle Rock Baptist Church

CALL TO ORDER / ROLL CALL

Present: 7 - Council Member Loban, Council Member Townsend, Council Member Bracken, Mayor Pro Tem Bower, Council Member Johnson, Mayor Gray, Council Member Teal

PLEDGE OF ALLEGIANCE

COUNCIL COMMENTS

Council Member Loban reminded citizens about preparations for colder weather and thanked all in attendance.

Council Member Townsend thanked the residents that contacted him about various issues that he has forwarded to staff. He encourages residents to provide feedback at the various meetings and open houses.

Council Member Bracken stated the stands were packed for the Castle View and Douglas County football game. He thanked everyone for their support of our local teams.

Council Member Johnson thanked staff for the water infrastructure tour and public art tour.

Mayor Pro Tem Bower thanked staff and downtown businesses for another successful Oktoberfest.

Mayor Gray stated the Touch a Truck event was successful and thanked the Town for putting that on.

[PROC
2019-009](#)

Proclamation: Fire Prevention Week October 6-12, 2019

Council Member Loban presented the proclamation to Fire Chief Norris Croom.

UNSCHEDULED PUBLIC APPEARANCES

None.

TOWN MANAGER'S REPORT

David Corliss, Town Manager, reminded Council of upcoming calendar items handed out (Exhibit A).

[DIR 2019-026](#)**Discussion/Direction: Sister City Information**

David Corliss, Town Manager, asked Council for direction for staff to research implementing a Sister City program. Corliss stated there are a number of municipalities that have a Sister City program. There is an international organization that may provide some guidance. Some have high school exchange programs, some have business relationships, etc.

Council Member Teal stated they met with a citizen that proposed the location in Italy because they share our name.

Council Member Townsend felt we should evaluate if it is worth the money spent based on what we would gain from it in tourism.

Council Member Loban stated his question would be how much is it and what would we benefit from it.

Mayor Gray stated that we could look to the high schools to see what would benefit them.

Council Member Teal stated we occasionally have international customers that come to the Outlets.

Consensus for staff to present a staff report.

Corliss stated they are performing a customer survey in the Development Services department. Further updates were to note the projects and quasi-judicial updates in the report, and that the Castle of Terror event will not occur this year due to the construction at that location.

[ID 2019-099](#)**2019 Design Award Program**

Bill Detweiler, Development Services Director, presented this item. The goal is to enhance the natural beauty and recognize outstanding design. Detweiler recognized the Design Review Team: Stu Butler, Carlos Salinas, Desiree LaFleur, Shaun Martin, Tricia Riber, and staff members Tara Vargish, and Sharon Chavez. He specifically recognized Tara for her work while he was out this summer. Detweiler went over the categories and evaluation criteria.

Desiree LaFleur announced winner of the Craig and Gould neighborhood project - 21 South Lewis Street. Nancy and Craig Ferris accepted this award.

Stu Butler presented the winner of the Downtown Project - Wild Blue Yonder. Andrew Wasson accepted this award.

Tricia Riber presented the winner of the Large Commercial project - Personal

Warehouse. Eric Greven accepted this award.

Carlos Salinas presented the winner of the Mobility/Pedestrian Enhancement project - Wolfensberger Pedestrian Bridge. Jeff Brauer, Parks and Recreation Director, accepted this award.

Shaun Martin presented the winner of the Neighborhood Project - Taft House. Jill Allen and Board of Governors accepted this award.

Desiree LaFleur, presented the winner of the Public Facility project - Fire Station #152. Fire Chief Croom accepted this award.

Carlos Salinas presented the award for Residential Design - Adamo Homes. Andrew Summersett, Dean Amann and Jason Pederson accepted this award.

[ID 2019-100](#) **Update: Development Services Customer Survey**

[ID 2019-101](#) **Update: Quasi-Judicial Projects**

[ID 2019-102](#) **Development Services Project Updates**

TOWN ATTORNEY'S REPORT

The closing date for the Encore project was delayed due to an IREA issue. Staff will grant any further extensions administratively if needed with the consent of the DDA and other parties.

ACCEPTANCE OF AGENDA

Moved by Mayor Pro Tem Bower, seconded by Council Member Loban, to Accept the Agenda as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

CONSENT CALENDAR

[ID 2019-103](#) **Presentation: Resolutions Approving the 2020 Service Contracts**

[RES 2019-096](#) **Resolution Approving the Service Contract Between the Town of Castle Rock and the Castle Rock Chamber of Commerce**

[RES 2019-097](#) **Resolution Approving the Service Contract Between the Town of Castle Rock and the Downtown Merchants Association**

[RES 2019-098](#) **Resolution Approving the Service Contract Between the Town of Castle Rock and the Castle Rock Economic Development Council**

[RES 2019-099](#) **Resolution Approving the Service Contract Between the Town of Castle Rock and the Castle Rock Historical Society**

[RES 2019-100](#) **Resolution Approving the Service Contract Between the Town of**

Castle Rock and the Castle Rock Senior Center

[RES 2019-101](#) **Resolution Approving a Contract between the Town of Castle Rock and Aetna Life Insurance Company** (Award of Contract for 2020 Healthcare Plan Stop Loss)

[RES 2019-102](#) **Resolution Approving an Economic Assistance Agreement with HEI Civil and MCG Civil, and Providing Temporary Use of Town-Owned Open Space** [5460 Montana Vista Way]

[MIN 2019-015](#) **Minutes: September 17, 2019 Town Council Meeting**

Moved by Mayor Pro Tem Bower, seconded by Council Member Loban to approve the Consent Calendar as read. The motion passed by a vote of:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

RECESS TO TOWN OF CASTLE ROCK FESTIVAL PARK COMMONS GENERAL IMPROVEMENT DISTRICT MEETING

Mayor Gray recessed to the GID meeting at 6:40 pm.

RECONVENE TOWN COUNCIL MEETING - ADVERTISED PUBLIC HEARINGS & DISCUSSION ACTION ITEMS

Mayor Gray reconvened the Town Council meeting at 6:42 pm.

[RES 2019-090](#) **Resolution Ratifying the Town of Castle Rock Festival Park Commons General Improvement District 2020 Budget** (continued from September 17, 2019)

David Corliss, Town Manager, stated the GID Board unanimously approved the 2020 Budget.

No public comment.

Moved by Mayor Pro Tem Bower, seconded by Council Member Townsend, that Resolution 2019-090 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

[RES 2019-103](#) **Resolution Establishing Public Hearing Guidelines for Town Council Meetings**

Town Clerk Anderson presented this item which formalized Council's direction for residents to be heard first during public comment, then non-resident business owners, followed by non-residents. It also formalizes Council's previous direction to allow 30 minutes for public comment at the beginning of the meeting on items not scheduled on the agenda for three minutes per speaker, to be continued to the end of the meeting after the conclusion of scheduled Town business if the 30 minutes is exceeded. Public comment taken on scheduled agenda items is four minutes per speaker.

No public comment.

Moved by Council Member Townsend, seconded by Council Member Bracken, that Resolution 2019-103 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

RES 2019-104 Resolution Approving a Construction Contract with 53 Corporation, LLC for the 2018 Minor Drainageway Improvements Project

Mark Marlowe, Director Castle Rock Water, stated there are older systems where there have been instances of extreme erosion. and this is to bring those areas up to standards to protect property and infrastructure. These projects are in the Woodlands area and north of Rock Park along Canyons Drive. They will put in concrete pipe to help eliminate some of the erosion, decrease some slopes, fix some boulder rundown and ensure protection of outfalls. Staff received six bids, and they selected the low bidder. The amount is above the 2019 estimate, as it requires some additional work. They will hold an open house on October 10. The Water Commission and staff recommend approval.

Council Member Loban feels this is a good project and asked if there are any roads or sidewalks impacted. Marlowe stated there is no impact yet, but would be if not completed.

No public comment.

Moved by Council Member Loban, seconded by Council Member Johnson, that Resolution 2019-104 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

QUASI JUDICIAL HEARINGS

Mayor Gray read the quasi-judicial script. No Council conflict of interest was noted. Town Clerk Anderson confirmed the items were properly published.

RES 2019-105 Resolution Approving the Oakwood Apartments Site Development Plan Amendment No. 1 *[located directly south of Douglas County High School on the north east corner of Front Street and Oakwood Drive]*

Bill Detweiler, Director of Development Services, presented the item. This project is south of Douglas County High School. The east property line slopes significantly to the west which allows taller buildings on the west side of the site. The Planning Commission supports approval.

Council Member Loban asked what the plan is for the current residents during the transition.

Artie Lehl, program manager for the Douglas County Housing Partnership. There is a two-story building that will not be demolished until residents move into the new building. There is a club house and leasing office that will be demolished. The

other 7 buildings will remain as they are.

Harsh Parikh with the Parikh Architects. Three of the existing buildings will be removed - the leasing office and club house, and one residential building will be demolished after the new building is built and residents move into it. Parking will be increased and located closer to the existing buildings. They will also increase the pedestrian network and add amenities such as a community garden, dog area, etc. The new building will be the hub of activity and have many common areas. There will be a roof deck on the third floor facing south and west. Units will also have in-room laundry facilities and balconies. They would like to improve architecture of existing buildings and landscaping as funds are available.

Council Member Loban confirmed that it is senior affordable housing and that existing buildings will be updated as funds are available.

No public comment.

Moved by Council Member Loban, seconded by Council Member Townsend, that Quasi-Judicial Resolution 2019-105 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

[RES 2019-106](#)

Resolution Approving the Use by Special Review for the South 25 Feet of Lot 2 & North Half of Lot 3, Block 17 Craig and Gould's Addition to Castle Rock [located at 118 North Cantril Street]

Bill Detweiler, Director of Development Services, presented this item. This is a request for a two-story building with an accessory dwelling unit. The Historic Preservation Board approved the design and there was no public input at the community meeting. The Planning Commission recommends approval.

No public comment.

Moved by Mayor Pro Tem Bower, seconded by Council Member Loban, that Quasi-Judicial Resolution 2019-106 be Approved as presented. The motion passed by the following vote:

Yes: 7 - Loban, Townsend, Bracken, Bower, Johnson, Gray, Teal

ADDITIONAL UNSCHEDULED PUBLIC APPEARANCES

None.

ADJOURN

Mayor Gray adjourned the meeting at 7:07 pm.

Submitted by:

Lisa Anderson, Town Clerk