



**Castle Rock Water Commission  
Meeting Minutes - Final**

Todd Warnke  
John Wright  
Bill Leung  
Kathryn Gienger  
David Hammelman  
Tony Rathbun  
Kevin McHugh

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**Wednesday, July 27, 2022**

**6:00 PM**

**Castle Rock Water  
175 Kellogg Ct., Bldg. 171  
Castle Rock, CO 80109**

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**This meeting is open to the public and will be held in a hybrid format in accordance with Town Council Meeting Special Procedures During Declared Disasters. The in-person meeting will be held at 175 Kellogg Ct. Bldg. 171 Castle Rock CO 80104 or this meeting can be accessed online at: <https://crgov.webex.com/crgov/j.php?MTID=ma8e7d940689d2bec89ca8f60fd6271f7> the Meeting password: N3ccMx3WJj5 (63226939 from video systems) or phone in by calling (720) 650-7664, meeting code #24890823833##. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.**

**MTID=ma8e7d940689d2bec89ca8f60fd6271f7 the Meeting password: N3ccMx3WJj5 (63226939 from video systems) or phone in by calling (720) 650-7664, meeting code #24890823833##. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.**

**CALL TO ORDER / ROLL CALL**

- Present** 6 - Chair Todd Warnke, David Hammelman, Tony Rathbun, Kevin McHugh, Commissioner Bill Leung, and Commissioner Kathryn Gienger
- Not Present** 1 - John Wright
- Attendance** 9 - Mark Marlowe, Tim Friday, Nichol Bussey , Paul Rementer, Roy Gallea, Josh Hansen, Matt Hayes, Shawn Griffith, and MaryJo Woodrick

**COUNCIL UPDATE**

Time was allowed for Council Member Johnson to share an update on Town Council items.

**COMMISSION COMMENTS**

Time was allowed for Commissioner Comments.

**ADMINISTRATIVE BUSINESS**

[WC 2022-057](#)

**Approval of the June 22, 2022 Meeting Minutes  
Town Council Agenda Date: NA**

It was moved by Bill Leung and seconded by David Hammelman to approve the meeting minutes for the June 22, 2022 meeting as written. The motion passed 5-0-1. Kevin McHugh Abstained.

- Yes:** 5 - Chair Warnke, Hammelman, Rathbun, Commissioner Leung, and Commissioner Gienger
- Not Present:** 1 - Wright

Abstain: 1 - McHugh

## ACTION ITEMS (HIGH PRIORITY / TIME CRITICAL)

[WC 2022-058](#)

**Resolution Approving a Services Agreement between the Town of Castle Rock and Techneaux Technology Services LLC for the SCADA Founders Water Treatment Plant and Remote Site Upgrades Project *[Entire Castle Rock Water Service Area]***  
**Town Council Agenda Date:** August 16, 2022

Mr. Bessonett shared that this item is the next phase of the upgrades to the Supervisory Control and Data Acquisition (SCADA) system. During this phase upgrades will be made to the Founders Water Treatment Plant. This will be the first of the water treatment plants to be updated.

As part of this project old equipment will be removed and replaced with new equipment.

Techneaux Technology Services was selected as the vendor. The cost for this project is \$1,846,784 with a 5% contingency for a total budget of \$1,939,086.

Commissioner Hammelman asked why there was such a large gap in the bids? Mr. Bessonett explained that the low bid had missed several items within the bid packet.

Commissioner Leung asked for an explanation of what Mr. Bessonett meant by the "communications backbone"? Mr. Bessonett explained the communications system.

Commissioner Leung asked why a 5% contingency was requested instead of the usual 10%? Mr. Marlowe explained that staff felt that 5% was a good amount as they didn't expect to see many changes.

**Kathryn Gienger moved to recommend Town Council approval of the Resolution as presented. Kevin McHugh seconded the motion. Passed unanimously 6-0.**

**Yes:** 6 - Chair Warnke, Hammelman, Rathbun, McHugh, Commissioner Leung, and Commissioner Gienger

**Not Present:** 1 - Wright

[WC 2022-059](#)

**Ordinance Authorizing the Exercise of the Town's Powers of Eminent Domain for the Plum Creek to Rueter-Hess Reservoir Pipeline Infrastructure Project *[Northern Castle Rock and Eastern Castle Pines]***

**Town Council Agenda Date:** August 16, 2022

*Commission Chair Warnke explained that the Castle Rock Water (CRW) Commission is a public meeting which allows for the public to attend the meeting but that it is not a public hearing therefore public comment is not allowed. The public is welcome to attend Town Council meetings and share comments at that time.*

Mr. Marlowe explained that in 2008 Castle Rock Water (CRW) purchased capacity in Rueter-Hess Reservoir (RHR). This is an extremely important renewable water storage source for the Town and part of the long-term water plan. Mr. Marlowe shared that as part of the long-term plan CRW needs to be able to get renewable water to this water storage source when the renewable water is available. Currently, CRW does not have a way to get the renewable water from Plum Creek (CRW's largest resource for renewable water) to RHR.

Over the past several years CRW has done pipeline alignment studies to find the best way to move water up to RHR. At this time staff have a rough alignment that shows where it makes the most sense to run the pipeline.

The next step in the process will be to sit down with landowners and work through the pipeline alignment and locations. Mr. Marlowe explained that this item is not to request Eminent Domain but to get approval to use Eminent Domain as an option if necessary. Staff realized that this item may have been started a little early in the process and Mr. Marlowe would like to recommend that it be tabled until staff have the chance to work with landowners and see if it is even a necessary action to take.

CRW Staff will make sure to let landowners know if the item will return to a future Water Commission meeting as well as the Town Council schedule if this item is needed.

Commissioner Hammelman asked if CRW would have a public hearing for this item? Mr. Marlowe explained that CRW would offer Open House type meetings and that an actual public hearing, if necessary, would be during a Town Council meeting.

**Kathryn Gienger moved to table this item until staff has an opportunity to work with landowners and get a better idea of what will be needed. Tony Rathbun seconded the motion. Passed unanimously 6-0.**

**Yes:** 6 - Chair Warnke, Hammelman, Rathbun, McHugh, Commissioner Leung, and Commissioner Gienger

**Not Present:** 1 - Wright

**Town of Castle Rock and Reynolds Construction, LLC for  
Tank 18 Blue Zone Transmission [*Pleasant View Drive*]  
Town Council Agenda Date: August 16, 2022**

Mr. Hayes explained that this is part of the Tank 18 project. The purpose of this project is to construct a direct fill line to put water into Tank 18. This will be a 16-inch pipeline that is 8,200 feet long.

Reynolds Construction was selected as the vendor. The cost for the project is \$4,081,473 plus a 10% contingency for a total budget of \$ 4,489,620.

The project will start in the fall with the goal to have it completed prior to the Tank being completed.

Commissioner Rathbun asked if there were concerns about getting the supplies for the project? Mr. Marlowe replied that yes it is definitely a concern with all projects right now.

**Bill Leung moved to recommend Town Council approval of the Resolution as presented. Kevin McHugh seconded the motion. Passed unanimously 6-0.**

[WC 2022-061](#)

**Resolution Approving the Intergovernmental Agreement  
between the Town of Castle Rock, Dominion Water and  
Sanitation District, and Parker Water and Sanitation District  
for the Canyons Waterline Metering Vault [*Parker Water and  
Sanitation District/Town of Castle Rock Interface*]  
Town Council Agenda Date: August 16, 2022**

Mr. Friday explained that this is an Intergovernmental Agreement between the Town of Castle Rock, Dominion Water & Sanitation District (Dominion) and Parker Water & Sanitation District (PWSD) for the design and construction of the Canyons Waterline Metering Vault. The Metering Vault is part of the WISE infrastructure.

The estimated cost for the project is \$658,000. CRW will be responsible for 83.33% of the cost or \$548,311, and CRW will receive up to 21 million gallons per day (MGD) through this meter vault.

Mr. Friday explained that PWSD is responsible for the project. The purpose of this item is for costs only.

**David Hammelman moved to recommend Town Council approval of the Resolution as presented. Tony Rathbun seconded the motion. Passed unanimously 6-0.**

**Yes:** 6 - Chair Warnke, Hammelman, Rathbun, McHugh, Commissioner Leung, and Commissioner Gienger

Not Present: 1 - Wright

[WC 2022-062](#)

**Resolution Approving a Design Agreement between the Town of Castle Rock and W.W. Wheeler for the Expansion of Castle Rock Reservoir No. 1 (CRR1) [Plum Creek Trust Property in Douglas County near Sedalia, CO]**

**Town Council Agenda Date:** August 16, 2022

Mr. Gallea explained that this item is for design services for the enlargement of Castle Rock Reservoir No. 1 (CRR1). CRR1 is currently 240 acre feet capacity and the goal of the project is to expand it to 500 acre feet capacity.

W.W. Wheeler was selected as the vendor as they are currently working on the design for Castle Rock Reservoir No. 2 (CRR2) which is on the same property. The cost of the project is \$304,800 with a 10% contingency for a total budget of \$335,280.

Commissioner Hammelman wondered since this is a design contract what would the contingency be necessary for? Mr. Gallea explained that in design agreements they aren't used much but sometimes during the design phase additional items are requested.

**Tony Rathbun moved to recommend Town Council approval of the Resolution as presented. Kevin McHugh seconded the motion. Passed unanimously 6-0.**

**Yes:** 6 - Chair Warnke, Hammelman, Rathbun, McHugh, Commissioner Leung, and Commissioner Gienger

Not Present: 1 - Wright

## **DIRECTOR FOLLOW-UP AND INFORMATIONAL / UPDATE ITEMS**

[WC 2022-063](#)

**Introduction to the 2023 Rates & Fees**

**Town Council Agenda Date:** August 16, 2022

Mr. Marlowe shared that this is more of an update as CRW staff are not ready to introduce the 2023 rates and fees yet. CRW is currently working on changes to the Landscape Criteria Manual as well as an Ordinance to change the regulations for turf. The new guidelines would not allow any turf in front yards and only 500 square feet in the back yards for new houses constructed after January 1, 2023. As staff has been working on the changes they have realized the cascade effect on the rates and fees.

Mr. Marlowe explained that per state law CRW is only allowed to charge developers for the actual costs of improvements that they need to supply their projects. Therefore, staff needs to re-evaluate the system development fees that are being proposed for 2023. This could change the revenue from system development fees by 50% to 60%. These changes would then effect Capital

Improvement Projects (CIP) in the future.

CRW staff are currently working with the rates and fees consultant to look at these changes. It is important to look at how this will also affect the current customer rates.

Mr. Marlowe hopes to have a presentation ready for the next Water Commission meeting.

Commissioner Warnke asked how it would work in the future if a homeowner decides to add turf to the front or additional turf to the back? Mr. Marlowe explained that they will pay significantly more for water as they will exceed their water budget.

Commissioner Gienger asked if the meter or service line size would change? Mr. Marlowe explained that the meter size and service line size will not change.

[WC 2022-064](#)

**Update on Drought Conditions**

**Town Council Agenda Date:** NA

Mr. Marlowe gave a presentation on the current drought conditions for Castle Rock, Douglas County and statewide.

[WC 2022-065](#)

**Update on Regional Wastewater Proposal**

**Town Council Agenda Date:** NA

Mr. Marlowe shared an update on the Regional Wastewater Proposal.

[WC 2022-066](#)

**Upcoming Town Council Items**

**Town Council Agenda Date:** NA

This is a standing item that will be used to share information about projects that are being worked on at the time of the meeting but that staff doesn't have information ready yet.

Mr. Marlowe reported that there are no additional Town Council items at this time but that he did have two additional administrative items to share.

Mr. Marlowe explained that Ms. Woodrick sent out an email requesting availability to change the August Water Commission meeting from August 24, 2022 to August 31, 2022. The replies were favorable to moving the meeting so Mr. Marlowe would like to request that the August Water Commission meeting be moved.

Mr. Marlowe shared that Tim Friday, the Assistant Director of Castle Rock Water, has taken a new position with the Eagle Valley Water & Sanitation District and will be moving to Vail, CO. CRW will miss him terribly but wishes him all the luck in his new position. A going away party is planned for Wednesday, August 10th and staff invited the Commissioners to attend.

**Bill Leung moved to cancel the August 24, 2022 Water Commission meeting and request a Special meeting be scheduled for August 31, 2022. Tony Rathbun seconded the motion. Motion passed unanimously 6-0.**

**Yes:** 6 - Chair Warnke, Hammelman, Rathbun, McHugh, Commissioner Leung, and Commissioner Gienger

**Not Present:** 1 - Wright

## **COMMISSIONER MEETING COMMENTS**