



Castle Rock Water Commission Meeting Minutes - Draft

Tony Rathbun, Chair
Melanie Penoyar-Perez, Vice Chair
Edward Egnatios
Brian Gaddie
David Hammelman
Chuck Kocher
Kevin Snow

Wednesday, April 22, 2026

6:00 PM

Castle Rock Water
171 Kellogg Ct.
Castle Rock, CO 80109

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form at CRgov.com/A11yRequest.

CALL TO ORDER / ROLL CALL

- Present** 7 - Chair Tony Rathbun, Vice-Chair Melanie Penoyar-Perez, Edward Egnatios, Brian Gaddie, David Hammelman, Chuck Kocher, and Kevin Snow
- Attendance** 12 - Mark Marlowe, Mark Henderson, Nichol Bussey, Paul Rementer, Lauren Moore, Roy Gallea, Erin Evans, Aaron Stremel, Frank Main, Hannah Branning, MaryJo Reese, and Jason Gray

COUNCIL UPDATE

Time was allowed for Mayor Gray to share a council update.

COMMISSION COMMENTS

Time was allowed for Commissioner Comments.

ADMINISTRATIVE BUSINESS

[WC 2026-039](#) **Approval of the March 25, 2026 Meeting Minutes**
Town Council Agenda Date: NA

I move to approve the Minutes as presented.

- Yes:** 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

ACTION ITEMS (HIGH PRIORITY / TIME CRITICAL)

[WC 2026-040](#) **Resolution Approving a Spot Water Lease Agreement between the Town of Castle Rock and Highlands Ranch Water [Chatfield Reservoir, Douglas County]**
Town Council Agenda Date: May 5, 2026

Ms. Moore shared that this item is requesting approval of a spot water lease agreement with Highlands Ranch Water and the Town for a Temporary lease of surplus water stored in Chatfield Reservoir. Castle Rock currently has a significant

amount of stored water, 1,600 Acre Feet (AF). Leasing the water ensures water is put to a beneficial use for Castle Rock Water revenues instead of sitting idle.

The purpose of this agreement is to:

- Utilize excess stored water that Castle Rock cannot currently use.
- Support regional water needs while generating revenue.
- Align with the Town's strategy to maximize value of idle water rights.

The terms of the agreement include:

- Volume: Minimum 200 AF, up to 1,000 AF
- Rate: \$420 per acre-foot
- Term: May 2026 - December 31, 2026
- Delivery: Book-over transfer within Chatfield Reservoir

The minimum revenue is \$84,000 with a maximum potential revenue of \$420,000.

I move to recommend Town Council approval of the Resolution as presented.

[WC 2026-041](#)

Fourth Amendment to the Services Agreement with J-U-B Engineers, Inc. for Oversight Services on the 6400 East Tributary at Paintbrush Park Phases 1 and 2 Project
[Paintbrush Park]
Town Council Agenda Date: May 5, 2026

Mr. Stremel explained that this item is to request approval of a Fourth Amendment to the services agreement with J-U-B Engineers to provide construction-phase engineering and project closeout services for the 6400 East Tributary at Paintbrush Park for Phases 1 & 2 Project. The purpose is to move the project from final design into construction and through completion.

The scope of service for this amendment is:

- Submittal and Request For Information review
- Construction observation and field support
- Record drawings and documentation
- Post-construction survey coordination
- Federal Emergency Management Agency Letter of Map Revision (LOMR)

The previous contract total was \$206,345. Currently there is \$112,000 remaining in the original contract. The amendment requests an addition \$421,200 for a new contract total of \$627,545. The work will be funded through the Stormwater Fund. Construction is anticipated to start in the Summer of 2026 and be completed in May 2027.

I move to recommend Town Council approval of the Resolution as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

[WC 2026-042](#)

Resolution Declaring an Advisory Drought Stage (Stage 1) in the Castle Rock Water Service Area *[Town of Castle Rock and extraterritorial service areas]*
Town Council Agenda Date: May 19, 2026

Mr. Henderson explained that Castle Rock Water (CRW) will likely be declaring a

Stage 1 (Advisory) Drought. This is due to below-average snowpack, warm, dry conditions and increased demand and regional drought concerns. With the goal being to take early, proactive action to protect water supplies and avoid stricter restrictions later.

Currently Douglas County is largely in moderate to severe drought conditions, snowpack is at a historical low, which raises concerns for future supply. Mr. Henderson also shared that other Front Range providers have already implemented restrictions.

The key measures:

- Voluntary conservation with ~10% water savings target
- Continue existing watering schedules and restrictions
- Encourage:
 - Efficient irrigation
 - Reduced outdoor water use
 - General water-saving behaviors
 - No mandatory indoor restrictions

I move to recommend Town Council approval of the Resolution as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

[WC 2026-043](#)

Ordinance to Prohibit Homeowners Associations (HOA) from issuing violations for not watering grass during Town drought declarations - including changes for consistency to the Drought Management Plan [Castle Rock Water Service Area]

Town Council Agenda Date: May 19, 2026

Mr. Henderson reported this item is to propose an ordinance that would prohibit Homeowners Associations (HOAs) in Castle Rock from issuing violations, fines or enforcement actions against residents for allowing grass to turn brown or dormant during officially declared drought.

The ordinance is intended to eliminate conflicts between Castle Rock Water's drought conservation requirements and HOA landscaping rules. The key provisions of the ordinance include.

- Applies only during officially declared drought stages
- Prevents HOA enforcement related to turf condition, irrigation levels, or drought-related landscaping impacts
- Requires suspension of existing HOA enforcement actions during the drought declaration
- Preserves HOA authority over unrelated property maintenance and governance matters.

Commissioner Kocher asked if legal has looked at and approved the ordinance changes and made sure that it does not conflict with other laws? Mr. Henderson explained that yes, the Town's legal team has been involved with this item from the beginning.

Commissioner Gaddie asked if the Water Supply Index (WSI) is water that we physically have? Staff explained that yes, the WSI takes into account actual

available supplies and daily demands.

Commissioner Gaddie asked how quickly the WSI can change? Staff explained that the WSI is calculated on a 10-day running average to ensure that the values don't overreact to daily impacts.

I move to recommend Town Council approval of the Resolution as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

[WC 2026-044](#)

Resolution Approving a Design Services Agreement between the Town of Castle Rock and Tetra Tech, for the Hillside Pump Station Upgrade Project [Castle Rock Heights]
Town Council Agenda Date: May 5, 2026

Mr. Stremmel shared that this item is to request approval of a design services agreement for the Hillside Pump Station Upgrade project, in the Castle Rock Heights area. The project focuses on improving the reliability, capacity, and resilience of the town's potable water delivery system.

The pump station was originally constructed in 1985 and currently transfers water from the Yellow Zone to the Blue Zone. The facility pumps approximately 500-650 gallons per minute (GPM), but the aging infrastructure and undersized distribution piping have become operational constraints as development and water demand in the Blue Zone have increased. The proposed scope includes:

- Design of a new pump station that is capable of delivering up to 2,600 GPM.
- Evaluation of alternative pipeline alignments.
- Design of a new 12-inch discharge pipeline.
- Coordinate with nearby residents regarding neighborhood impacts.
- Complete all required permitting and engineering design work.

Castle Rock Water (CRW) staff sent the request for proposal (RFP) to nine prequalified vendors. Staff received 6 bids back. Tetra Tech was the selected vendor. The base agreement is \$583,575 with a 10% contingency for a total approximate authorization of \$641,932.50

The project schedule includes an alternatives analysis to be completed by June 2026, and final design completed by April 2027.

I move to recommend Town Council approval of the Resolution as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

[WC 2026-045](#)

Resolution Approving a Services Agreement Between the Town of Castle Rock and Muller Engineering Company, for the 2026 Stormwater Master Plan Update [Within the Town Limits]

Town Council Agenda Date: May 5, 2026

Mr. Main shared that this item is to request approval of a services agreement to complete the 2026 Stormwater Master Plan (SWMP) Update. The original

Stormwater Master Plan was developed in 2004 for the purpose of establishing a long-term strategy for managing drainage and runoff systems in a way that:

- Reduces hazards and flooding risks,
- Protects citizens and property,
- Improves environmental quality, and
- Enhances beneficial uses of waterways and drainage systems.

The existing master plan was last updated in 2017. The updates requested include:

- Finalizing updates to the 2017 Stormwater Master Plan,
- Assessing all stream reaches throughout Town,
- Updating remaining capital improvement priorities and cost estimates,
- Developing a new prioritization strategy for future improvements,
- Creating plan exhibits showing recommended improvement areas,
- Developing a detention pond retrofit plan to improve water quality and reduce operational burdens,
- Reviewing upcoming MS4, floodplain, and stormwater regulatory updates, and
- Evaluating the cost-benefit of adopting privately owned stormwater facilities.

CRW sent the RFP to 8 pre-qualified vendors and received 6 bids back. Muller Engineering was selected as the best overall value.

The base agreement is for \$442,610 with a 10% contingency for an approximate total authorization of \$486,871.

The project is expected to take approximately 12 months to complete.

Commissioner Hammelman asked for an example of how the contingency might be used? Mr. Main explained that if there was an increase in the scope of work or if the MS4 permit costs more.

I move to recommend Town Council approval of the Resolution as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

DIRECTOR FOLLOW-UP AND INFORMATIONAL / UPDATE ITEMS

[WC 2026-046](#)

Resolution Approving the 2026 Town of Castle Rock/United Water & Sanitation District Spot Water Lease Agreement

[Chatfield Reservoir, Douglas County]

Town Council Agenda Date: April 21, 2026

Ms. Moore reported that this item is to approve a spot water lease agreement with United Water & Sanitation District (United) for surplus reusable water stored in Chatfield Reservoir. United would like to lease excess CRW reusable water to augment downstream reservoir diversions along the South Platte River system. CRW currently owns 848 AF of storage in Chatfield Reservoir and plans to purchase an additional 129 AF in 2026, while the Colorado Water Conservation Board allows use of up to 2,000 AF of total storage capacity through leased storage options. CRW currently has approximately 1,750 AF stored in Chatfield. The agreement stipulates an initial lease of 20 AF with the ability to lease up to 200 AF. The cost of the water is \$420 per AF. With a minimum revenue of \$8,400 and

a maximum of \$84,000.

[WC 2026-047](#)

**Ordinance Authorizing the Exercise of the Town's Powers of Eminent Domain to Acquire Certain Real Property Interests Necessary for the Highway 85 Wastewater Collection and Treatment System Project [Located in Sedalia, CO]
Town Council Agenda Date: April 21, 2026**

Mr. Marlowe reported that this item is to request approval of an ordinance authorizing the Town's use of eminent domain, if necessary, to acquire property interests needed for the Highway 85 Wastewater Collection and Treatment System Project near Sedalia, CO. The purpose of the project is to construct major wastewater infrastructure to serve Sedalia and surrounding areas by conveying wastewater to the Plum Creek Water Reclamation Authority (PCWRA) treatment facility.

CRW has been negotiating with property owners through Western States Land Services. At the time of the meeting, staff are working with 9 property owners to finalize easements and temporary easements. Mr. Marlowe emphasized that eminent domain would only be used if negotiations fail and the project would be delayed.

Mr. Marlowe requested Water Commission approval of the Ordinance as presented.

I move to recommend Town Council approval of the Ordinance as presented.

Yes: 7 - Chair Rathbun, Vice-Chair Penoyar-Perez, Egnatios, Gaddie, Hammelman, Kocher, and Snow

[WC 2026-048](#)

**Update on Water Quality Maintenance
Town Council Agenda Date: na**

Ms. Branning explained that CRW has used monochloramines as its primary disinfectant since 2013 and had not completed a full system-wide free chlorine conversion during that time. Over time, harmless biofilm naturally develops in water distribution systems and storage facilities, which can reduce disinfectant effectiveness if not periodically cleaned.

To address this, CRW temporarily converted the water system to free chlorine in February 2026 to clean the distribution system. Staff has reported that the conversion was successful and has maintained stable disinfectant levels throughout the process.

CRW is now ready to transition the system back to monochloramines. The schedule for transitioning back is to begin the week of May 11th and then conduct spot checks and flushing of dead-end lines the week of May 18th.

[WC 2026-049](#)

**County Water Plan Focus Group
Town Council Agenda Date: na**

Mr. Marlowe shared an update on the Douglas County Water Plan and the next steps.

[WC 2026-050](#)

Preliminary Budget/CIP Planning

Town Council Agenda Date: NA

Mr. Rementer shared the 2027 Budget schedule.

[2026-051](#)

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.

Ms. Moore shared: Resolution Approving USACE Easement Agreement for the PLUCHACO Stream Gauge.

COMMISSIONER MEETING COMMENTS

Time was allowed for Commissioner Comments.