



## Castle Rock Water Commission Meeting Minutes

Todd Warnke, Chair  
Amy Blackwell, Vice Chair  
Ernie Foerster  
Clark Hammelman  
Caryn Johnson  
Don Trujillo  
Katherine Redmond

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Wednesday, August 22, 2018

6:00 PM

Castle Rock Water  
175 Kellogg Ct., Bldg. 183  
Castle Rock, CO 80109

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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

### CALL TO ORDER / ROLL CALL

- Present** 7 - Caryn Johnson, Clark Hammelman, Ernie Foerster, Chair Todd Warnke, Vice Chair Amy Blackwell, Don Trujillo, and Katherine Redmond
- Attendance** 6 - Sandra Aguilar, Anne Glassman, Mark Marlowe, Jeanne Stevens, Jennnifer Thompson, and Dawn Tiffany

### ADMINISTRATIVE BUSINESS

[WC 2018-088](#) Approval of Minutes of July 25, 2018

It was moved by Commissioner Blackwell; seconded by Commissioner Trujillo to approve the meeting minutes of July 25, 2018 with the following corrections:  
Change the typo introcued to introduced.

- Yes:** 7 - Johnson, Hammelman, Foerster, Chair Warnke, Blackwell, Trujillo, and Redmond

### COUNCIL UPDATE

Mr. Marlowe provided an update to the commission regarding recent Council actions including the approval of the Plum Creek Water Reclamation Authority's design agreement and the contract award for the new Meadows Park. Castle Rock Water's Rates and Fees presentation was well received by the Council. The ordinance will be finalized and brought back for a first and second reading. Other items included: the passing of the Vaping Ordinance, an economic incentive was discussed for Dorsey Pictures a production company specializing in programs for home and garden stations. Also, the General Improvement District for Festival Commons was approved and formed.

### COMMISSION COMMENTS

Vice Chair Blackwell brought a selection of water law periodicals and offered them to the commission, should they be interested in any of the articles.

### ACTION ITEMS (HIGH PRIORITY / TIME CRITICAL)

[WC 2018-095](#) Contract Award for the Waterman Gravity Sewer Main  
Town Council Agenda Date: Sept. 4, 2018

Ms. Stevens presented this item to the commission. The Terrain-Founders Sewer Project is located in the Terrain subdivision and will replace the 13 year old temporary lift station that was constructed in 2005 as part of the Ray Waterman

Regional Water Treatment Facility (RWRWTF). The lift station has reached the end of its useful life and has served well beyond the expected "temporary" time frame of its intended purpose.

This gravity sewer main project was designed in house, by our engineering department, saving the Town \$50,000 in design fees. Park Land, the developer, will also contribute \$52,000, the cost of 300 feet of line, toward this project and has given the Town easements at no additional cost. Iron Woman submitted the lowest responsive bid for a total construction cost of \$310,822. Staff also requested approval for a ten percent Town-managed contingency of \$31,082, for a total project authorization of \$341,904.

**It was moved by Commissioner Blackwell, seconded by Commissioner Johnson to recommend the Contract Award for the Waterman Gravity Sewer Main to Town Council. The motion passed with the following vote:**

**Yes:** 7 - Johnson, Hammelman, Foerster, Chair Warnke, Blackwell, Trujillo, and Redmond

#### [WC 2018-087](#)

#### Proposed 2019 Rates and Fees

Town Council Agenda Date: Aug. 21, 2018

Mr. Marlowe presented this topic to the commission. He highlighted items from the 2019 Rates & Fees Power Point Presentation that was presented to Council. Two Full Time Equivalent's (FTEs) and funding for the design of the Castle Rock Water Administration Building have been requested in the 2019 budget and included in the rates and fees model this year. Our Commercial Smartscape program will continue next year with a \$100,000 budget, in an effort to reduce peak season water demand. Considerations for the rates and fees model included an 18% anticipated reduction in use through conservation by 2050.

Actual growth in the Town has exceeded original growth projections; build out population figures may be attained sooner than anticipated and be higher in the long term. The Capital Improvement Projects needed for growth are paid with system development fees which are proposed to increase 8% overall. There is the need for an overall Water Resources rate increase of 3%. Instead of raising the fixed Water Resources charge, to satisfy the needed increase, an increase to water rates in the Tier 2 through Tier 4 usage levels is proposed which would result in the corresponding additional \$300,000 in revenue. These rate increases are competitive with other South Metro water providers.

The presentation of the 2019 Rates & Fees was well received by Council and they directed staff to bring back a finalized ordinance for consideration.

A request was made by the commission to clarify language regarding the Tier 4 rate increases, which were not included in Table 1: Summary of Recommended Residential Rates.

**It was moved by Commissioner Blackwell and Seconded by Commissioner Hammelman to recommend staff prepare the appropriate ordinances, as amended, to Town Council. The motion passed by the following vote:**

**Yes:** 7 - Johnson, Hammelman, Foerster, Chair Warnke, Blackwell, Trujillo, and Redmond

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

[WC 2018-089](#) Deep Well Design Package (no memo)

Mr. Marlowe gave an update on this topic. Four wells have been drilled to help meet irrigation season peak demand, two of which will be in use by September. The two wells drilled at the golf course will be available for use next summer. As well contractors become rare, due to competition from other water providers, Castle Rock Water may consider Sole Sourcing our current well contractor to immediately begin drilling the next round of future wells, which are funded with system development fees.

We own a significant amount of the reuse system at Plum Creek Water Reclamation Authority. Our Engineering and Operations departments are investigating how to deliver this nonpotable water to irrigate the Meadows open space and right of way properties, or for irrigation use at Red Hawk Ridge Golf Course. This has the potential to save up to 1,000,000 gallons of peak water demand per day. This would be a great way to meet peak water demands, at a much lower cost than potable water.

[WC 2018-096](#) Commission Role in Community Outreach

This topic was presented by Vice Chair Blackwell. In an effort to get more residents involved at the Castle Rock Water Commission Meetings several ideas were presented for community outreach, including: video taping commission meetings, publicizing meetings in the main lobby and on social media, and educating the public through lectures at schools, speakers bureaus and church groups. This was discussed by the commission and it was decided that first and foremost any work done by the commission should be guided by the Commission's Charter and By Laws.

The commission is an instrument, a group of resident volunteers representing the whole town, that review Castle Rock Water issues and give recommendations to the Council. It was suggested that the commission not be tasked with educating the public about water issues, but could speak with the public about the role of the commission at open houses and community events. It was decided to continue discussing this topic, in that context, at the next commission meeting in September.

[WC 2018-092](#) Fill the Rock

This topic was presented by Ms. Aguilar. She presented a copy of the Fill the Rock July Calendar. With the new program structure, the Fill the Rock campaign was successful, filling the Rock to 81%. There were a total of 237 participants who completed 1271 conservation activities and won prizes through weekly drawings. This program will be repeated next year, with a simplified calendar and additional public outreach, to encourage higher resident participation.

[WC 2018-093](#) RV Dump Survey

This topic was presented by Mr. Marlowe. In the past, the only public Recreational Vehicle (RV) dump had been located at the Public Works facility. It was unsecured and had no way to collect revenues from the users of the service to cover

operations and maintenance costs. It was closed as a result. Over the years there have been approximately 30 phone calls from residents looking for or requesting a dump facility, as there are now none nearby. The closest public facility is at Chatfield Reservoir in Littleton.

It would cost approximately \$250,000 to build a secure and fee based facility. In order to poll residents, to see if an RV dump was needed and would have enough users to pay back the needed capital investment, an online survey has been created. To date there have been 367 respondents, 238 of whom would like this type of facility. Most respondents have said they would not be willing to pay a yearly fee of \$60, which is what is estimated as the needed fee to pay back the capital investment. The survey will be available for one more month and will be advertised in the next issue of Town Talk.

[WC 2018-090](#) Nevada Ditch Water Rights (no memo)

Mr. Marlowe informed the commission that we did not win the bid for the Nevada Ditch Water Rights.

[WC 2018-091](#) Wise Option (no memo)

Mr. Marlowe presented an update on this topic. Douglas County did not want to waive the reservation fee on the WISE Water, so we will not be reserving water for unincorporated residents. The County wanted to make sure that the WISE Authority was on board, but now three other entities are interested. Our commitment must be in by the end of the month. We may need to give back a little of what we have applied for in order to maintain the relationship with our other partners.

[WC 2018-094](#) PCWRA Work Package #1

Mr. Marlowe presented an update on this topic. Council approved the Plum Creek Water Reclamation Authority (PCWRA) Escrow Agreement between the Town, PCWRA, Castle Pines Metropolitan District and Castle Pines North Metropolitan District for Construction Work Package #1, which offers the transfer of Town funds in the amount of \$11,834,638 for the first stage of the expansion. The Town is obligated for 85% of the total project costs to fund Castle Rock Water's share of the 3.0 MGD capacity expansion.

## **COMMISSIONER MEETING COMMENTS**

Commission Trujillo reported that he would be unable to attend the September 26, 2018 Castle Rock Water Commission Meeting as he will be out of town.

**Adjournment 8:05 p.m.**