



**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, March 25, 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** 11 - Jason Gray, Mark Marlowe, Mark Henderson, Nichol Bussey , Paul Rementer, Roy Gallea, Lauren Moore, Aaron Stremel, Frank Main, Matt Hayes, and MaryJo Reese

**COUNCIL UPDATE**

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

**COMMISSION COMMENTS**

Time was allowed for Commissioner Comments.

**ADMINISTRATIVE BUSINESS**

[WC 2026-027](#)

**Approval of the February 25, 2026, Meeting Minutes  
Town Council Agenda Date: NA**

**I move to approve the Minutes as presented.**

- Yes:** 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow
- Abstain:** 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-028](#)

**Update on Water Commission Open Positions & Interview  
Process  
Town Council Agenda Date: May 29, 2026**

Mr. Marlowe explained that there will be three open positions for the 2026-2027 Water Commission. Commissioner Rathbun is term limited; Commissioner Egnatios and Kocher are up for renewal. Applications will be accepted from April 1st through April 27th. Interviews will be on May 12th with final recommendations being taken to Town Council on May 19th.

**ACTION ITEMS (HIGH PRIORITY / TIME CRITICAL)**[WC 2026-029](#)**Ordinance Modifying the System Development Fee Methodology for New Residential Homes [Entire Castle Rock Water Service Area]  
Town Council Agenda Date: April 21, 2026**

Ms. Bussey explained that the purpose of this ordinance is to change how System Development Fees (SDFs) are calculated for new single-family homes so that fees reflect actual water and wastewater demand under Castle Rock Water's (CRW's) 2022 No Turf Ordinance and evaluate those fees also based on varying home size.

The key change to the ordinance is a shift to a tiered fee structure based on total square footage (including unfinished basements).

Ms. Bussey looked at 750 homes built between 2023-2025 to analyze the current water use, which showed a clear link between home size and water use; it was not a perfectly linear one, so a tiered approach was determined to be appropriate. The 75th percentile home size will act as the baseline fee level, so homes with a smaller square footage will pay a smaller SDF.

This change will affect single-family homes with a standard  $\frac{3}{4}$  inch meter.

Commission Penoyar-Perez asked how this change will affect the budget in the future? It was explained that this will potentially reduce SDF revenues, but the reduction will be consistent with the actual needs of the new houses if they are smaller in square footage.

Commissioner Hammelman, by making these changes, can staff guarantee there won't be a need to take out additional loans? Staff explained that a Rates & Fees study is completed each year to make sure that there are enough funds to cover all projects and needs.

**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 2026-030](#)**Resolution Approving the 2026 Agriculture Lease between the Town of Castle Rock and PM Farming, LLC. [Weld County, Colorado]  
Town Council Agenda Date: March 24, 2026**

Ms. Moore shared that this item is for a one-year agricultural lease with PM Farming, LLC for the Town-owned Rothe Property (about 640 acres in Weld County). Ms. Moore explained that PM Farming is the same company as Sublette, Inc., who have leased the property in the past.

PM Farming will be using the property for dryland (non-irrigated) farming, grazing, hunting and other related agricultural activities.

The annual rent will be \$7,137.

Commissioner Kocher asked if this agreement has been reviewed by the Town's legal team? Staff explained that all agreements are reviewed by the legal team.

[WC 2026-031](#)

**Resolution Approving the 2026 Town of Castle Rock/Colorado Parks & wildlife Spot Water Lease Agreement [Chatfield Reservoir, Douglas County]**  
**Town Council Agenda Date:** March 24, 2026

Ms. Moore explained that this is a spot water lease allowing Castle Rock Water (CRW) to lease surplus water stored in Chatfield Reservoir to Colorado Parks & Wildlife (CPW) for use across state parks and wildlife areas in the South Platte Basin.

CPW is allowed to lease up to 200 acre-feet (AF). They are allowed to lease the water from March 24, 2026, to December 31, 2026. The rate is \$420 per AF. The potential revenue from the lease would be up to \$84,000.

Ms. Moore shared that this is good for CRW because CRW has more water stored in Chatfield than CRW can currently use. It will help CPW with water needs for parks, wildlife areas and hatcheries during anticipated dry conditions, and by leasing unused water generates revenue for CRW.

Commissioner Snow asked how CRW decides on the lease amount? It was explained that the lease rate was determined a number of years ago by market comparison data. More recently, the rate has been updated annually in accordance with CPI. CRW will check on current lease rates for Denver Water out of Chatfield.

[WC 2026-032](#)

**Resolution Approving a Services Agreement between the Town of Castle Rock and ???? for the Stormwater Master Plan**  
**Town Council Agenda Date:** April 21, 2026

Mr. Main reported that the original Stormwater Master Plan (SWMP) was developed in 2004 for the purpose of outlining long-term programs to ensure that drainage and runoff systems reduce hazards, protect citizens and property, and are environmentally sound and enhance beneficial uses. Every 5 years the plan has been renewed internally. At this time, CRW staff feel that it would be good to have a consultant help review and update the plan. The scope of work includes:

- Assess all stream reaches. Assessment will be broken down by drainageways: Cherry Creek Basin and Tributaries, Plum Creek Basin and Tributaries.
- Update remaining capital improvement priorities from each Outfall plan and provide updated cost estimates.
- Reevaluate and develop a new Prioritization strategy for remaining improvements.
- Provide plan view exhibits showing remaining improvement reaches and recommendations on conceptual design(s).
- Develop Detention Pond Retrofit Plan to improve water quality and reduce

operational burden. Evaluate the effectiveness of existing detention ponds, recommend improvements and document an implementation plan.

- Recommendations on upcoming Regulatory and Criteria updates related to MS4, Floodplain and Stormwater management.
- Evaluate the cost-benefit of managing privately-owned stormwater facilities. Identify the most cost-effective approach to ensuring long-term maintenance of privately owned facilities.

This item was planned for Council before the next Commission meeting. It was noted that Commission will be updated on costs and sent the Council memo prior to the Council meeting to ensure review and any questions are answered.

[WC 2026-033](#)

**Resolution Approving a Construction Contract between the Town of Castle Rock and ???? for the 6400 E. Tributary at Paint Brush Park Project**

**Town Council Agenda Date:** April 21, 2026

Mr. Stremmel explained that this item is for a construction contract for improvements to the existing pond and downstream channel near Paintbrush Park in the Meadows. The current structure was built in 1960 for agricultural uses. The pond has stability issues that cause downstream erosion, the outlet structure frequently clogs and needs maintenance, and the pond is classified as a jurisdictional dam which requires upgrades or removal.

The Downstream Channel has significant bank erosion, which is threatening nearby paved trails. There are unsafe stream crossings, overgrown vegetation and erosion at the storm sewer outfalls.

The proposed improvements include:

**Phase 1 (Pond Improvements)**

- Reconstruct/upgrade dam to meet **State dam safety standards**
- Build improved pond to support **recreation (fishing)**
- Add **water quality storage volume**
- Install **reinforced overflow spillway**

**Phase 2 (Channel Improvements)**

- Stabilize channel using **riffle-pool drop structures**
- Add **riprap and grading** to reduce erosion
- Construct **new soft-surface trails and crossings**
- Add landscaping to improve **aesthetics and habitat**

Bids were sent to 8 prequalified contractors. Proposals are due March 26, 2026.

Construction is anticipated to be completed by May 2027.

Mr. Main also mentioned that the Metro District #6 may contribute to the funding. This item was planned for Council before the next Commission meeting. It was noted that Commission will be updated on costs and sent the Council memo prior to the Council meeting to ensure review and any questions are answered.

[WC 2026-034](#)

**Resolution Approving a Services Agreement between the Town of Castle Rock and ???? for design services for the Hillside Pump Station**

**Town Council Agenda Date:** April 21, 2026

Mr. Stremmel reported that this item is for a services agreement for the design work to upgrade the Hillside Pump Station. Hillside Pump Station was originally built in 1985 and was designed to move water between two storage tanks that are no longer in service. CRW staff would like to:

- Design a new pump station capable of 2,600 gallons per minute (GPM) (major capacity increase)
- Evaluate alignment alternatives
- Design a 12-inch discharge pipeline
- Coordinate with nearby residents
- Complete required permitting

The request for proposal (RFP) was sent to 9 prequalified consultants, and the bids are due March 26, 2026.

This item was planned for Council before the next Commission meeting. It was noted that Commission will be updated on costs and sent the Council memo prior to the Council meeting to ensure review and any questions are answered.

[WC 2026-035](#)**Proclamation: Mayor's Challenge Supporting April as Water Conservation Month**

**Town Council Agenda Date:** 1st Reading March 24th and 2nd Reading April 7th

Mr. Marlowe shared that Town Council has proclaimed April as Water Conservation Month.

[WC 2026-036](#)**Budget Update**

**Town Council Agenda Date:** NA

Mr. Rementer shared an update on the 2026-2027 budget process.

[WC 2026-037](#)**Drought Update**

**Town Council Agenda Date:** NA

Mr. Marlowe shared a drought update.

[WC 2026-038](#)**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.

There are no items at this time.

**COMMISSIONER MEETING COMMENTS**

Time was allowed for Commissioner Comments.

