



**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, February 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** 5 - Chair Tony Rathbun, Edward Egnatios, David Hammelman, Chuck Kocher, and Kevin Snow
- Not Present** 2 - Vice-Chair Melanie Penoyar-Perez, and Brian Gaddie
- Attendance** 9 - Mark Marlowe, Mark Henderson, Nichol Bussey , Paul Rementer, Roy Gallea, Hannah Branning, Lauren Moore, Emily Huth, and Rick Schultz

COUNCIL UPDATE

Time was allowed for Mr. Marlowe to share a council update.

COMMISSION COMMENTS

Time was allowed for Commissioner Comments.

ADMINISTRATIVE BUSINESS

[WC 2026-015](#)

**Approval of the January 28, 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

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

ACTION ITEMS (HIGH PRIORITY / TIME CRITICAL)

[WC 2026-016](#)

**Resolution Approving and Adopting the Town of Castle Rock 2026 Use Management Plan (WUMP) [Castle Rock Service Area]
Town Council Agenda Date: March 3, 2026**

Mr. Schultz shared that this item is to update the Water Use Management Plan (WUMP), which manages water demand through irrigation schedules, conservation programs, and enforcement measures to help Castle Rock Water maintain sustainable water use, especially during peak irrigation months.

The key items of the plan are:

Water Demand Management

- The WUMP establishes watering schedules and regulations to control outdoor irrigation demand during high-use periods.
- These rules help the community reach Castle Rock's target of 100 gallons per capita per day water use while supporting continued growth.

Conservation & Education

- Focuses heavily on public education to encourage water-efficient behavior and environmental stewardship.
- Programs like Water Wiser workshops teach residents how to reduce indoor and outdoor water use and qualify for rebates or exemptions.

Enforcement Structure

- Watering schedules are enforced through violations and surcharges.
- Surcharge structure:
 - 1st violation - Warning
 - 2nd violation - \$25 residential/\$100 non-residential
 - 3rd violation - \$75/\$200
 - 4th violation - \$150/\$400 (possible service disruption)
 - 5th violation - \$300/\$800 (possible service disruption)

Irrigation Scheduling

- Outdoor watering schedules apply during the irrigation season from May-September.
- Non-residential irrigation is restricted to midnight-8 a.m. and divided by geographic zones to reduce peak demand.

The proposed changes include:

- Allow shutoffs after the 4th violation, at staff discretion.
- End bulk mail distribution of schedules starting in 2027. The schedule will be included with the utility bills to reduce cost and paper use.
- Increase violation grace period from 5 days to 7 days.
- Add paperless email notification option for watering violations.

Commissioner Snow shared a concern about the use of the word "required" and gave some suggestions of different words that could be used.

Commissioner Snow asked why Water Wiser class attendance has been going down? Staff explained that it is really in part due to the fact that irrigation is becoming less of an issue.

Commissioner Kocher asked what the most common reason for a violation is? Staff responded that watering on the wrong day is the primary cause.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-017](#)

**Resolution Approving the 2026 Water Conservation Rebate Program Budget [The entire Castle Rock Water Service Area]
Town Council Agenda Date: March 3, 2026**

Mr. Schulz shared that the purpose of this item is to approve the 2026 rebate program and budget that provides financial incentives to customers for installing water-efficient fixtures and landscaping to reduce overall water demand. The goal of the program is to encourage residents and businesses to implement indoor and outdoor water conservation improvements in order to support CRW's long-term goal of 100 gallons per capita per day (gpcpd) by 2050. Mr. Schultz also shared that in 2025 the average usage was 111 gpcpd, the lowest since tracking began in 2007.

The current programs being offered are:

ColoradoScape Landscape Conversion

- Replaces high-water turf with native or regionally adapted plants.
- Rebate: \$3.25 per sq ft (up to 1,500 sq ft residential/15,000 sq ft non-residential).
- Reduces irrigation demand from 30 inches/year to about 10 inches/year.

Ultra-High Efficiency Toilet Retrofit

- Up to \$150 rebate for replacing older toilets with 0.8 gallon-per-flush models.

Rotary Nozzle Retrofit

- Up to \$5 per nozzle for replacing traditional sprinkler spray heads with more efficient rotary nozzles.

The proposed changes include:

- Discontinue the Whole-Home Water Monitoring System rebate due to very low participation and no measurable water savings.

The budget for 2026 is \$750,000.00, which is partially funded through watering violation revenues and surcharges.

Commissioner Snow asked when looking at the memo, 99% of the budget goes to the ColoradoScape program so why continue the other programs? Staff explained benefits associated with the toilets and the rotary nozzles despite the fact that the cost for these items are much lower.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-018](#)

**Ordinance Amending Title 15.48 of the Castle Rock Municipal Code Adopting by Reference as Primary Code the Town of Castle Rock, Colorado 2026 Landscape and Irrigation Criteria Manual [Entire Castle Rock Service Area]
Town Council Agenda Date: March 3, 2026**

Mr. Schultz reported that this item is to update the Landscape and Irrigation Criteria Manual, which sets the standards for landscape design, irrigation systems, and water-efficient landscaping for all new development, renovations, and maintenance activities.

The ColoradoScape Ordinance dated January 1, 2023, eliminated front-yard turf and limited backyard turf in new homes to encourage water-efficient landscaping. The updated manual continues implementing the conservation goals.

The purpose of this manual is to:

Support Long-Term Water Conservation

- The manual helps Castle Rock Water meet the long-term water efficiency goals.
- It works alongside the Water Efficiency Master Plan and Water Use Management Plan to reduce water demand and avoid the need for additional water supplies.

Applies to Development and Landscaping

- Establishes requirements for landscape design, irrigation installation, and maintenance.
- Applies to new development, redevelopment, and landscape renovations across the service area.

There are no significant additional costs expected.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-019](#)

**Resolution Approving the 2026 Water Lease Agreement between the Town of Castle Rock and Central Colorado Water Conservancy District [Morgan County, Colorado] (CRW Project No. WR_AWL)
Town Council Agenda Date: March 3, 2026**

Ms. Moore explained that the purpose of this item is to lease the unused Rothe Recharge water credits to the Central Colorado Water Conservancy District (Central) for temporary use in their groundwater augmentation plan. Castle Rock purchased the Rothe Recharge property and water rights in 2014 as part of its long-term water supply strategy. CRW currently cannot use the recharge credits, and the water cannot reasonably be moved back upstream for local use. Leasing the water allows CRW to generate revenue while the water is temporarily unused.

Central would like to lease up to 604 acre-feet of recharge credits. These credits would help support the augmentation requirements for wells in their water management plan.

The cost of the leased water is \$140 per acre-foot. The maximum lease value is \$84,560.00.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-020](#)

Resolution Approving the First Amendment to the Amended

and Restated Property Lease Agreement**Town Council Agenda Date:** March 24, 2026

Ms. Bussey shared that this amendment is to modify an existing telecommunications lease with Cellco Partnership (Verizon Wireless), represented by American Tower. The original agreement was established in 1998 and restated in 2022. The restated agreement was for a monthly lease that could be renewed every 5 years. The new terms would extend the lease terms by 50 years and convert the existing rent structure to a one-time prepaid lease arrangement. CRW would receive \$1,125,000.00 at closing.

Ms. Bussey explained some of the benefits to CRW:

- Provides immediate financial value and liquidity.
- Eliminates long-term uncertainty associated with escalating rent, lease renewals and telecommunications market conditions.
- Reduces administrative oversight while maintaining continued cell tower operations at the site.

Commission members had a significant discussion about the fact that the deal seemed really good. There was discussion about potentially bringing in a consultant or trying to better understand why American Tower was willing to proceed with this agreement. Ultimately, it was determined that the agreement would be in CRW's best interest and to proceed as currently planned.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

[WC 2026-021](#)

Resolution Approving the Second Amendment to the Construction Contract between the Town of Castle Rock and Garney Companies Inc. for the RWRWTC LAS Conversion Project [Ray Waterman Regional Water Treatment Center]

Town Council Agenda Date: March 3, 2026

Ms. Huth explained that CRW is requesting approval to amend the construction contract with Garney to add additional work identified in the early stages of construction for converting the facility's anhydrous ammonia system to a liquid ammonium sulfate (LAS) chemical system as well as items associated with keeping the plant running for most of the time during construction.

The additional items include:

- Construction of a Red zone PRV vault
- A temporary bypass pipe to keep the plant operating during construction
- Plumbing rerouting and shutdown mitigation
- Damp-proofing of the chemical injection vault
- Fire-rating penetrations in the chemical building
- Installation of an emergency eyewash station
- Replacement of three existing facility hatches

This amendment adds \$1,041,858 to the construction contract changing the total

authorized amount to \$5,111,231.

Commissioner Rathbun asked if this will complete the project or if staff feel that there could be additional items that come up. Ms. Huth explained that CRW staff are confident that this will complete the project.

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

Yes: 5 - Chair Rathbun, Egnatios, Hammelman, Kocher, and Snow

Not Present: 2 - Vice-Chair Penoyar-Perez, and Gaddie

DIRECTOR FOLLOW-UP AND INFORMATIONAL / UPDATE ITEMS

[WC 2026-022](#)

2026 Rates and Fees Timeline

Town Council Agenda Date: NA

Mr. Rementer shared the timeline for the 2026 Rates and Fees.

[WC 2026-023](#)

Update on Water Quality Maintenance & Drought Conditions

Town Council Agenda Date: February 17, 2026

Ms. Branning shared an update on the Water Quality Maintenance that happened in February 2026.

Mr. Marlowe shared an update on the current drought conditions in the state and how that could affect CRW.

[WC 2026-024](#)

Update: 2026 Garden In A Box Program

Town Council Agenda Date: NA

CRW will be participating in the Garden In A Box Program again in 2026. This program is a great opportunity for residents to purchase low water use plants.

[WC 2026-025](#)

Update on the Draft Douglas County Water Plan

Town Council Agenda Date: February 17, 2026

Mr. Marlowe shared the draft Douglas County Water Plan and the feedback that CRW has shared with the Douglas County Water Commission.

[WC 2026-026](#)

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.

