

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**  
**MINUTES OF THE MEETING OF THE**  
**BOARD OF DIRECTORS**  
**HELD: 6 p.m. ON WEDNESDAY, July 8, 2020**  
**as a Virtual Meeting via ZOOM**

A meeting of the Board of Directors of the Chatfield South Water District in unincorporated Douglas County, State of Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado with the following persons present and acting:

**BOARD MEMBERS:**

- ❖ Donna Fleischer, President
- ❖ Tom Mansfield, Treasurer
- ❖ Joe Rottman
- ❖ Evan Ela, Secretary
- ❖ Jay King, Vice President

**PUBLIC IN ATTENDANCE**

Kurt Schlegel, Special District Solutions, District Manager

1. Call to Order: The meeting was called to order by President Fleischer at 6:01 p.m. A quorum of five Directors was present.
2. Disclosure of Conflicts: None stated.
3. Approval of Agenda: Director King requested that a discussion of water rates be added to the agenda. The Board approved the agenda as revised.
4. Approval of Minutes: The Board reviewed and discussed the minutes from March 11, 2020 meeting and no revisions were suggested. Upon motion by Director King, seconded by Director Mansfield, the minutes were approved unanimously by the Board.
5. Public Comment: There was no public in attendance.
6. Discussion Items:
  - A. Emergency Water Supply Interconnect. Mr. Schlegel reported to the Board on his discussions with Douglas County staff. It was recommended that the District seek funding from the Metro Basin Roundtable to help pay its portion of costs. Director Ela volunteered to obtain information on the roundtable funding process. Mr.

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**

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Schlegel agreed to initiate the emergency connection agreement with Centennial Water & Sanitation District and to obtain an updated cost estimate from Solstice. Mr. Schlegel relayed that Marcus Pachner of Solstice encouraged immediate direction from the Board because work on the road realignment and attendant laying of pipe would commence within the month.

B. Consider Revision to District Engineering Standards Regarding Water Meter Installation and Inspection Fee. Mr. Schlegel reported that the Krabachers are asserting that they only owe \$200 for installation of water tap and meter based on the current District Rules and Regulations, when the actual cost at current rates is \$750. The Board discussed revising the Rules and Regulations to state that “actual costs” are borne by the tap purchaser instead of a set rate. Mr. Schlegel agreed to provide a revision of the Rules and Regulations for Board review at the next Board meeting.

C. Pressure Reducing Valves—Planned Rebuild. The Board discussed and directed Mr. Schlegel to inform Mr. Barnett to schedule the rebuild of the valves as budgeted.

7. Financial Items:

A. Consider Ratification and Approval of Payment of Claims.

i. Manager Schlegel presented the payment of claims for the claims made between April 1 and April 30, 2020. Upon motion by Director Fleischer, seconded by Director Ela, the Board unanimously approved the payment of claims presented.

ii. Manager Schlegel presented the payment of claims for the claims made between May 1 and May 31, 2020. Upon motion by Director Fleischer, seconded by Director Mansfield, the Board unanimously approved the payment of claims presented.

iii. Manager Schlegel presented the payment of claims for the claims made between June 1 and June 30, 2020. Upon motion by Director Fleischer, seconded by Director Mansfield, the Board unanimously approved the payment of claims presented.

B. Review Financial Statements. Manager Schlegel presented the cash position and financial statements to the Board as of May 31, 2020. The Board reviewed and discussed the financials presented.

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**

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8. Action Items:

A. Election of Officers. The Board discussed the slate of current officers and unanimously determined to maintain the same officers for the next term.

9. Other Business:

A. Water Rates. Director King suggested that the Board consider reducing the water rates for the months of July and August because of the significant drought conditions and the need for customers to keep outside plants alive. Upon discussion, the Board determined to eliminate the top tier of \$44.40/1,000 gallons above 20,000 gallons and instead charge the tier rate of \$8.80/1,000 gallons for usage above 20,000 gallons. Upon motion by Director Ela, seconded by Director Mansfield, the Board unanimously approved the change.

10. Manager Report: Manager Schlegel presented his report to the Board with the following items discussed in detail:

A. Mr. Schlegel has opened a checking account for the District at 1<sup>st</sup> Bank and moved \$460,000 from the Bank of the West account to the new 1<sup>st</sup> Bank checking account and closed the Bank of the West account. He suggested moving \$300,000 of that sum to the higher interest-bearing ColoTrust account, and upon motion by Director Fleischer, seconded by Director Mansfield, the Board unanimously approved the move.

B. Mr. Schlegel reported that the new utility billing contractor and the new procedures were working well.

C. Mr. Schlegel recommended that the Board convert the meter reading system from the transponder-based Badger system to a cloud-based cell phone system at a cost approximating \$7,000 to improve the reliability of the system. Details will be presented at the next Board meeting.

D. Regarding the emergency interconnect with Centennial Water and Sanitation District, Director Mansfield encouraged Mr. Schlegel to keep progressing and suggested that a special Board meeting would be acceptable if needed to approve details prior to the next regularly scheduled Board meeting.

11. Adjournment: Upon motion duly made and seconded, the Board adjourned the meeting at 6:56 p.m. The next regular scheduled meeting of the Board of Directors

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**

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will be held 6:00 pm on Wednesday, September 9, 2020 at either the Denver Water Kassler Center, 11300 Waterton Road, Littleton, CO or as a virtual meeting via the Zoom platform.

Respectfully submitted,



Evan D. Ela, Secretary