

CHATFIELD SOUTH WATER DISTRICT
RECORD OF PROCEEDINGS
MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
HELD: 6 p.m. ON WEDNESDAY, November 11, 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
Scott Barnett, Mueller Engineering
Robin Rosic

1. Call to Order: The meeting was called to order by President Fleischer at 6:02 p.m. A quorum of five Directors was present.
2. Disclosure of Conflicts: None stated.
3. Approval of Agenda: Upon motion by Director Fleischer, seconded by Director Mansfield, the Board approved the agenda with the addition of a discussion of ARS taps under the Action Items.
4. Approval of Minutes: The Board reviewed and discussed the minutes from September 9, 2020 meeting and no revisions were suggested. Upon motion by Director Mansfield, seconded by Director King, the minutes were approved unanimously by the Board.
5. Public Comment: There was no public comment at this time.

Discussion Items:

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A. Emergency Water Supply Interconnect Intergovernmental Agreement (IGA) with Centennial Water & Sanitation District and Mirabelle Metropolitan District No. 1 (enclosure).

Mr. Schlegel reported that a draft agreement for an emergency interconnect was under review by legal counsel for Centennial Water & Sanitation District and Mirabelle Metropolitan District No. 1. The review process was slower than expected. He reported that the vault for housing the interconnect was available but not yet installed. Director Fleischer informed the Board that Marcus Pachner told her that he would use his influence with Mirabelle and Centennial to complete approval of the IGA if the District was willing to resolve the ongoing dispute with ARS over water taps. The board discussed the ARS tap issue later in the meeting.

B. District Water Pressure Study.

Mr. Barnett reported on the data collected from the data loggers he had placed in the water distribution system. He reported that the data indicates that the rebuild of the valves at the district's connection with Denver Water's mainline has cured the pressure variations at Wagon Wheel Road. He suggested that further logging and study could be done if the Board desired to increase pressures system-wide. He estimated such additional work to collect data on the west side and at the bridge during the irrigation season would cost about \$2,000. The Board suggested tabling the additional study for further consideration at its May 2021 meeting.

C. Request for Proposals – Water System Operator. Mr. Schlegel reported that he requested proposals from 5 potential system operators, but had received only 1 proposal (from Semecor) to date. The board decided to allow more time for additional proposals, and to table any action or discussion until the January Board meeting.

D. Review and Consideration of Request for a New Residential Water Tap at 10830 Sunshine Drive (enclosure).

Mr. Robin Rosic addressed the Board about his request for a residential water tap for the new house he is constructing at 10830 Sunshine Drive. Upon a question from the Board, he responded that he has obtained a domestic well permit but has not constructed a well, and would rather not do that if he can instead obtain a water tap from the District. The Board discussed the subdivision of the lot at 10830 Sunshine Drive and the taxation history of the larger lot owned by the Schneiders that was subdivided. Upon motion by

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Director Mansfield, seconded by Director Rottman, the Board unanimously agreed to table further discussion and the issuance of this tap until a future meeting.

6. Financial Items:

A. Consider Ratification and Approval of Payment of Claims.

i. Manager Schlegel presented the payment of claims for the claims made between the September Board meeting and October 31, 2020. Upon motion by Director Ela, seconded by Director Rottman, the Board unanimously approved the payment of claims presented.

ii. Manager Schlegel presented the payment of claims for the claims made between November 1 to date. 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 October 31, 2020. The Board reviewed and discussed the financials presented, and directed Mr. Schlegel to set up a separate capital projects fund to assist the Board with tracking tap fees received and capital expenditures of the District.

C. Budget Hearing. Mr. Schlegel reported that notices for the District budget hearing had been properly noticed and published. President Fleischer opened the budget hearing at 7:05 pm. There were no members of the public in attendance for the hearing. President Fleischer closed the budget hearing at 7:08 pm. After discussion of suggested Board revisions and upon motion by Director Rottman, seconded by Director Mansfield, the Board unanimously approved the District's budget for 2021 as revised during the deliberations. Upon motion by Director Fleischer, seconded by Director Mansfield, the Board unanimously approved certification of the District's mill levy to Douglas County.

7. Action Items:

A. Review and Consideration of Colorado Open Records Act and Retention Resolution.

The Board reviewed and discussed the draft resolution as drafted by District legal counsel. Mr. Schlegel explained that the resolution was up to date with current statutory

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requirements. Upon motion by Director Mansfield, seconded by Director Fleischer, the Board unanimously approved the resolution.

B. Review and Consideration of Annual Administrative Resolution.

Mr. Schlegel informed the Board of the purpose of this draft resolution and recommended passage as a convenient means to map out compliance with statutory requirements that apply to special districts in Colorado and to designate those responsible for such compliance. Upon motion by Director Ela, seconded by Director Fleischer, the Board unanimously approved the resolution.

8. Other Business:

A. None.

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

A. One customer account is quite tardy in payment of water charges and penalties. Mr. Schlegel stated that a notice of water shutoff was appropriate per the Rules and Regulations and will be issued. The Board agreed to discuss the result of the enforcement action at the January 2021 Board meeting.

10. Adjournment: Upon motion duly made and seconded, the Board adjourned the meeting at 7:46 p.m. The next regular scheduled meeting of the Board of Directors will be held 6:00 pm on Wednesday, November 11, 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