

CHATFIELD SOUTH WATER DISTRICT
RECORD OF PROCEEDINGS
MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS
HELD: 6 p.m. ON WEDNESDAY, September 9, 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

1. Call to Order: The meeting was called to order by President Fleischer at 6:04 p.m. A quorum of five Directors was present.
2. Disclosure of Conflicts: None stated.
3. Approval of Agenda: Upon motion by Director King, seconded by Director Fleischer, the Board approved the agenda as presented.
4. Approval of Minutes: The Board reviewed and discussed the minutes from July 8, 2020 meeting and no revisions were suggested. Upon motion by Director Fleischer, seconded by Director Mansfield, the minutes were approved unanimously by the Board.
5. Public Comment: No members of the public other than the District Manager and District consultant attended the meeting. The Board asked Scott Barnett to make his presentation to the Board regarding recent improvements to the distribution system and proposed actions to understand low pressure zones within the distribution system.

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Mr. Barnett reported that the rebuilding of the District's pipeline valves through which the District obtains water from Denver Water was complete. He oversaw the rebuild by a subcontractor. The rebuild was the first time in the 21 years that the valves have been in service, and he informed the Board that typically such valves should be serviced or rebuilt every 5 years or so. The connection with the Denver Water system was designed and installed as a two-valve system with one 4-inch valve and one 8-inch valve, with connecting piping and shut-off valves allowing the routing of flow through either valve. During the procedure, much wear was found in the 8-inch valve because all flow has been through that valve for many years. As designed, it was intended that flow would travel through the 4-inch valve most of the time, with the 8-inch valve being used only during low pressure events or when the 4-inch valve was being serviced. The system is designed to open the larger valve whenever pressure from the Denver line drops enough to require a larger opening (the 8-inch valve) for maintaining equivalent flow in the District's distribution system.

Mr. Barnett also suggested that the Board authorize his firm to investigate water pressures throughout the distribution system by installing data loggers at strategic locations. At the present, some households have very high pressure, and others have very low pressure at certain times of the daily cycle. He informed that the ideal pressure for fire hydrants is 80 psi with a flow rate of 1250 gpm, and hydrants in the District have only 42 psi. Data captured by the data loggers can be used in a model of the distribution system and allow analysis of improvements to create a more uniform pressure distribution throughout the system. Mr. Barnett estimated that it would cost between \$6,000 to \$8,000 to model the District's system. Upon motion by Director Fleischer, seconded by Director Ela, the Board unanimously authorized Mr. Barnett to set out the appropriate data loggers and begin to gather pressure data from the distribution system. Mr. Barnett is also proceeding to incorporate the District's as-built system information into a digital system map.

Discussion Items:

A. Emergency Water Supply Interconnect. Mr. Schlegel reported that a draft agreement for an emergency interconnect with the Centennial Water & Sanitation District was being considered by the Centennial staff and legal counsel. The review process was slower than expected. Mr. Barnett stated that a 4-inch interconnection valve was sufficient for this emergency interconnect rather than the 8-inch valve that was apparently being considered by Centennial. The smaller valve would be significantly less expensive but still adequate for emergency use. Director Ela volunteered to talk with the Centennial legal counsel and staff if need be, to move the agreement along.

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B. Consider Revision to District Engineering Standards Regarding Water Meter Installation and Inspection Fee. Mr. Schlegel provided a revision of the District's Rules and Regulations that would put the total cost of a new tap connection on the connecting household regardless of cost. Upon motion by Director Fleischer, seconded by Director Mansfield, the Board unanimously approved the change to its Rules and Regulations.

C. Badger Meter—Beacon System for Meter Reads. Mr. Schlegel presented the Badger Company proposal for converting the District's meter reading system to a cloud-based data collection system that would use cell phone transmission technology. After discussion of the benefits of a conversion to this type of system, upon motion by Director Ela, seconded by Director King, the Board directed Mr. Schlegel to proceed with the proposed conversion.

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 August 1 and August 31, 2020. Upon motion by Director King, seconded by Director Fleischer, the Board unanimously approved the payment of claims presented.

ii. Manager Schlegel presented the payment of claims for the claims made between September 1 to date. Upon motion by Director Ela, seconded by Director Rottman, 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 August 31, 2020. The Board reviewed and discussed the financials presented.

C. Discussion Regarding 2021 Budget Preparation. Mr. Schlegel informed the Board that he would prepare a draft budget for transmittal to the Board by October 10, and the Board should plan on holding its budget hearing at the November regular Board meeting.

7. Action Items:

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A. Backflow Prevention Device. Mr. Schlegel informed the Board that he would be meeting with Ramey Environmental to get the District's backflow prevention device inspected as requested by Denver Water.

8. Other Business:

A. None.

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

A. The lot located at 10868 Rampart Lane is for sale and the potential purchaser has requested assurance that a water tap will be issued for that lot. The Board discussed its remaining tap allotments and confirmed for Mr. Schlegel that a tap will be allocated for that lot upon payment of all fees as are required by the District's Rules and Regulations.

10. Adjournment: Upon motion duly made and seconded, the Board adjourned the meeting at 7:11 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