



Authority Board Chair: Lesley Dahlkemper  
Authority Board Vice-Chair: Lora Thomas  
TAC Chair: Mary Kay Provaznik  
TAC Vice-Chair: David Van Dellen

## TAC Minutes

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### Chatfield Watershed Authority Technical Advisory Committee (TAC) Meeting

May 18, 2020

2:00 p. m. – 3:00 p. m.

GoToMeeting Virtual Meeting

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#### Member Attendees:

David Van Dellen (Town of Castle Rock)  
Jim Dederick (Douglas County)  
Bob Neal (Dominion Water & Sanitation District)  
Weston Martin (Plum Creek)  
Patrick O'Connell (Jefferson County)  
Carolyn Roan (City of Littleton)  
Mary Kay Provaznik (Dominion Water & Sanitation District)  
Barbara Biggs (Roxborough W&S)

#### Alternate Members, Other Associate Agencies and Attendees:

Alan Leak (RESPEC)  
Laura Chartrand (Chartrand Law)  
Jennifer Charles (TCHD)  
Bill Ruzzo (CRMC)  
Cathy Begej (JCD)

#### Call to Order

A regular meeting of the Chatfield Watershed Authority TAC was called to order at 2:02 p.m. by TAC Vice-Chair David Van Dellen. A quorum was declared established. There were no disclosures.

#### Action Items/Recommendation to Board

Mary Kay Provaznik & David Van Dellen

##### A. Approval of Agenda

It was moved to approve the agenda as presented by Wes Martin and seconded by Jim Dederick; motion carried unanimously.

##### B. Approval of April 7, 2020 TAC Meeting Minutes

It was moved by Mary Kay Provaznik and seconded by Weston Martin to approve the April 7, 2020 TAC meeting minutes as presented; motion carried unanimously.

##### C. Review/Approval of Invoices for Payment

Invoices were reviewed. RESPEC Invoice #0320-533 Jellystone for \$550.00, TWS Financial Inc. Invoice # 19417 March for \$1,000.00, TWS Financial Inc. Invoice # 19450 April for \$1,000.00, Hughes & Stuart Marketing Invoice #2020027 July – December 2020 for \$1,500.00, RESPEC Invoice #0420-369 April for \$5,407.50, RESPEC Invoice #0320-525R March for \$7,605.90, and Lynker Invoice #SI004617 for \$8,227.50.

It was moved by Weston Martin to approve payment of all invoices for a total of \$25,290.90 and

seconded by Bob Neal; motion carried unanimously.

**D. Approval of Legal Consultant Contract**

It was moved by Mary Kay Provaznik to recommend approval of the legal consultant contract to the Board and seconded by Jim Dederick; motion carried unanimously.

**Discussion Items**

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**A. Recommend New CWA Check Policy to Board (M. Kay Provaznik & D. Van Dellen)**

The new check policy will allow expeditious payment to vendors by authorizing the Program Manager and Financial Manager authority permission to sign checks. Invoices below \$5,000 can be approved by the Program Manager, invoices \$5,000 – \$15,000 need TAC approval, and invoices above \$15,000 or scopes not yet approved need the Board's approval.

It was moved by Mary Kay Provaznik to recommend approval of the new CWA check policy to the Board and seconded by Carolyn Roan; motion carried unanimously.

**B. RESPEC Contract Renewal (Alan Leak)**

It was moved by Weston Martin to recommend approval to the Board for the Program Manager to engage RESPEC in a contract complimentary to the current contract and to adjust the terms for the contract extension and seconded by Jim Dederick; motion carried unanimously.

**C. 2021 Budget Discussion (Mary Kay Provaznik)**

i) 2020 CWA Financial Summary through March was provided in the meeting packet.

ii) Storm Water Data Recommendation (Alan Leak)

RESPEC recommends identifying questions Chatfield Watershed Authority wants the stormwater modeling to answer, then having a similar conversation next year to decide the stormwater data budget for 2022. For now, reduce the watershed model budget from \$203,000 to \$30,000-\$40,000, and use the results from Lynker modeling, conduct additional sampling, and use the information that Colorado School of Mines gathered to adjust the budget.

Modeling will detail the watershed's waste loads to the reservoir and the effects of wastewater treatment plant discharging on the reservoir to meet the objective of developing a refined TMAL. Having defined goals will move NPS initiatives forward as dictated by control regulation 73. The watershed data modeling will overlap with and enhance CRMC's reservoir model by informing the assumptions made by reservoir modeling. Chartrand recommends reviewing WQCC's 10-year roadmap and models that represent both drought and storm conditions, and varied demand management scenarios for Colorado River supplies, as CWA focuses on which questions to answer.

**Upcoming Meetings**

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**A. Next Scheduled TAC Meeting:**

a) Tuesday, June 2, 2020: 2:00 – 4:00 p.m., **To Be Determined**

**B. Next Scheduled Board Meeting:**

a) Monday, July 20, 2020: 3:00 – 5:00 p.m., **To Be Determined**

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2:53 p.m.

**Adjournment of Meeting**