



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

## Board Meeting Minutes

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Chatfield Watershed Authority Board Meeting  
July 20, 2020

3:00 p. m. – 5:00 p. m.

**GoToMeeting**

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### **Board of Directors:**

Director Lesley Dahlkemper (Chair) – Jefferson County  
Director Lora Thomas (Vice-Chair) – Douglas County  
Director Barbara Biggs – Water and Sanitation Districts  
Director Alison Witheridge – Other Districts  
Director George Teal – Town of Castle Rock

### **Others Present:**

Jim Dederick (Douglas County)  
Alan Leak (RESPEC)  
David Van Dellen (Town of Castle Rock)  
Laura Chartrand (Chartrand Law, LLC)  
Weston Martin (PCWRA)  
Pat O'Connell (Jefferson County)  
Mary Kay Provaznik (Dominion Water & Sanitation District)  
Bob Neal (Dominion Water & Sanitation District)  
Cathy Begej (JCD)  
Ted Snailum (TWS Financial)  
Joni Nuttle (WQCD)  
Mark Marlowe (Castle Rock Water)  
Diane Kielty (Colorado Watershed Assembly)  
Mallory Hiss (Colorado Watershed Assembly)

### **Call to Order**

A regular meeting of the Chatfield Watershed Authority was called to order at 3:00 p.m. by Director Dahlkemper. A quorum was declared established. There were no disclosures.

### **Public Comment**

None

### **Board Action Items**

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**A. Approval of Agenda**

It was moved to approve the agenda as presented by Director Dahlkemper and seconded by Director Witheridge; motion carried unanimously.

**B. Approval of May 18, 2020 Board Meeting Minutes**

It was moved by Director Biggs and seconded by Director Teal to approve the May 18, 2020 Board meeting minutes as presented; motion carried unanimously.

**C. Approval or Ratification of Invoices for Payment** - The table summarizes the invoices presented for ratification.

| <b>Invoices &lt; \$5,000 and within Budget and Scope (Manager’s Approval)</b>               |            |
|---|------------|
| Lynker Invoice# S1005116, June 2020   | \$385.00   |
| TWS FINANCIAL INC Invoice# 19510, May 2020  | \$1,000.00 |
| Lynker Invoice# S1004835, May 2020  | \$4,702.50 |
| Respec_3867-Chatfield-INV-29, May 2020  | \$4,995.00 |
| <b>Invoices \$5,000 - \$15,000 and within Budget and Scope (TAC Approval*)</b>              |            |
| Lynker Invoice# SI004617, March/April 2020  | \$8,227.50 |
| Colorado Watershed Assembly_2Q_Inv#2020009  | \$8,885.00 |
| <b>Invoices &gt; \$15,000 and/or any Amount not within Budget or Scope (Board Approval)</b> |            |
|   |            |

It was moved to approve payment of all invoices for a total of \$28,195.00 by Director Thomas and seconded by Director Teal; motion carried unanimously.

**D. Proposed 2020 Budget Amendment for Approval**

A request was presented for a 2020 Budget Amendment to move allocated funds from the CWA 2019 budget, line items 5001/Management Fees Technical and 5004/NPS Projects and Consultants, to the same line items on the current CWA 2020 budget to cover active contracts with RESPEC and Lynker.

It was moved to approve a budget amendment to the CWA 2020 budget by moving \$41,000 of funds allocated in 2019 to the 2020 budget into the identified fund categories by Director Teal and seconded by Director Witheridge; motion carried unanimously.

**Discussion Items**

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**A. Draft 2021 Budget Proposal (Mary Kay Provaznik)**

In 2021 the TAC will request 100% of member dues but assumes 80% revenue due to the public health crisis. TAC assumes typical dues for 2022 and 2023. The 2021 budget for NPS projects and consultants is increasing by just over \$56,000.00 based on RESPEC’s proposed work plan.

The TAC predicts in the next three years that the final budget will use some reserve funding. At the end of 2023, the Reserve is predicted to hold \$105,000.00. This is within the suggested operating reserve. The three-year plan is for projection only; the Board will vote on only the 2021 budget in September.

**B. WQCC 2019 Annual Report Presentation August 10, 2020 (Alan Leak)**

The Final Draft of the Annual Report Presentation shall be presented at the August 4 TAC meeting. Based on feedback from Ms. Nuttle with CDPHE, RESPEC will use this opportunity with the WQCC to request an updated, more detailed 208 plan that projects growth, allows for wastewater treatment planning, and promotes WWTF consolidation.

The Directors discussed the outdated WQCD trade policies and guidelines. Basin-wide planning previously provided by DRCOG stopped and responsibility shifted to the State. If the State does not have the resources, should the Cherry Creek, Chatfield, and Bear Creek reservoirs upstream of Metro Denver plan regionally? Could the Authority and other reservoirs receive grants to administer 208 Water Quality Plans?

**C. Pine Canyon Water and Sanitation District (Alan Leak)**

**a) Site Application**

JRW (the current property owner) is forming the Pine Canyon Water and Sanitation District (PCWSD). PCWSD is proposing to construct a new wastewater treatment facility called the Pine Canyon Water Reclamation Facility (PCWRF).

**b) Phosphorus Trade Proposal**

The property owner (JRW Families) and the PCWSD are proposing a non-point to point source phosphorus trade. The application states that the trade would eliminate 1,528 pounds of non-point source phosphorus in trade for 763 pounds of point source phosphorus loading. The PCWRF will be designed to meet the preliminary effluent limits (PELs) issued by CDPHE for surface water discharge to East Plum Creek and/or for use as reclaimed water for irrigation within the service area. The PEL's for surface water discharge to East Plum Creek include strict limits for nutrients including nitrogen and phosphorus. It was noted that the PCWRF will discharge upstream of drinking water sources. The applicant must prove that development is an appropriate project to reduce phosphorus, since the goal is a net WQ benefit for the Chatfield watershed. The State has 60 days to solicit comments from involved agencies. RESPEC will have the Authority's comments prepared to make a recommendation to the Division.

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**Informational Items**

**A. TAC Update to Board (Mary Kay Provaznik and David Van Dellen)**

**a) Q1 WQ Results - Quarter 1 Water Quality Results** showed nothing significantly abnormal to last year's results. Plum Creek flows and nutrient loading from March were higher than normal. Concentration of phosphorus from the South Platte River in April was higher with lower flow.

**b) Watershed Model Runs - Moving forward with modeling.** Denver Water received approval to help with model run 3.

**c) USDA NWQI Update - The application for grant funding** was submitted on July 6 by CRMC with CWA support. If awarded, who will be the managing agency? There are a number of organizations that may serve in this role.

**B. Manager Update to Board (Diane Kielty)**

**a) RESPEC Contract Extension** was executed. The RESPEC Contract has been extended to encompass June 1, 2020 – May 31, 2021.

**b) Lynker Contract Extension Approved.** TAC approved Lynker's contract extension through October 31.

**c) Board Action Memorandum Template.** Approval items the TAC brings forward to the Board will be presented in the Action Memorandum Template.

**C. Other Board and Other Agency/Member Updates**

**D. Most Recent Financial Update (Ted Snailum)**

**a) As of May 2020,** Chatfield Watershed Authority holds \$463,000 in the bank with \$42,817 of accounts payable.

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**Upcoming Meetings**

**A. Next Scheduled TAC Meeting:**

**a) Tuesday, August 4, 2020: 2:00 – 4:00 p.m., GoToMeeting**

**B. Next Scheduled Board Meeting: (Joint Board & TAC)**

**a) Monday, September 21, 2020: 3:00 – 5:00 p.m., GoToMeeting**

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**4:06 p.m.**

**Adjournment of Regular Meeting**