



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

Board Minutes

Chatfield Watershed Authority Board Meeting

November 16, 2020

3:00 p. m. – 5:00 p. m.

GoToMeeting

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:

Pat O'Connell (Jefferson County)	Joni Nuttle (CDPHE)
Diane Kielty (Colorado Watershed Assembly)	Kris Wahlers
Mallory Hiss (Colorado Watershed Assembly)	Jim Dederick (Douglas County)
David Van Dellen (Town of Castle Rock)	Matt Collitt
Mary Kay Provaznik (Dominion Water & Sanitation District)	Weston Martin (PCWRA)
Bob Neal (Dominion Water & Sanitation District)	Laura Chartrand (Chartrand Law)
Alan Leak (RESPEC)	Ted Snailum (TWS Financial)
	Carolyn Roan (Town of Littleton)

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

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 Director Biggs and seconded by Director Thomas; motion carried unanimously.

B. Approval of September 21, 2020 Meeting Minutes

It was moved to approve the September 21, 2020 Board meeting minutes as presented by Director Thomas and seconded by Director Witheridge; motion carried unanimously.

C. Review/Approval of Invoices for Payment - The table summarizes the invoices included in the TAC packet.

- a) Hughes & Stuart had a budget exceedance of \$565. It was applied to the Public Outreach budget line item.
- b) Colorado Watershed Assembly is at 81% use of contract budget complete at end of 3rd quarter. They will monitor hours in the 4th quarter and keep TAC Co-Chairs informed on hours used.

Invoices < \$5,000 and within Budget and Scope (Manager's Approval)	
Hughes & Stuart Inv# 2020058, 11/15/2020 - CWA Web Maintenance	\$625.00
Chartrand Law Invoice #CWA-0005, October 2020	\$750.00
TWS Financial Inc., Inv# 19747, September	\$1,000.00
Chartrand Law Inv# Pine Canyon-0002, October	\$1,050.00
2_Chartrand_20.09.30 CWA INVOICE August 2020 #CWA-0003	\$1,125.00
Chartrand Law Invoice #CWA-0004, September 2020	\$1,225.00
RESPEC Inv# 0920-237, September	\$2,550.00
RESPEC Inv# 0920-240, Pine Canyon, September	\$3,920.00
Lynker Inv# S1005858, 09/30/20 Chatfield Watershed	\$4,720.00
Invoices \$5,000 - \$15,000 and within Budget and Scope (TAC Approval*)	
Chartrand Law Inv# Pine Canyon-0001, September	\$6,625.00
CO Watershed Assembly, Chatfield 3Q Inv# 2020_2020 016	\$10,445.00
Invoices > \$15,000 and/or any Amount not within Budget or Scope (Board Approval)	
*Also requires post-payment Board ratification at next quarterly Board Meeting	

It was moved to ratify all invoices for a total of \$32,810.00 by Director Thomas and seconded by Director Witheridge; motion carried unanimously.

D. Action Memorandum - Proposed 2021 Chatfield Watershed Authority Budget

Same items and same request as presented at the last Board meeting. Net changes to cost due to items CWA is preparing for in 2021 including the Triennial Review, NPS funding, and continued watershed modeling work. Still well within recommended minimum balance.

It was moved to approve the Proposed 2021 Chatfield Watershed Authority Budget as presented by Director Teal and seconded by Director Biggs; motion carried unanimously.

Discussion Items

A. 2021 CWA Meeting Schedule

Draft schedule for 2021 was drafted based on continuing with virtual meetings through 2021. It was discussed in TAC to discontinue the joint TAC and Board meetings to allow TAC more time to allow more time to prepare for Board meetings. There was no opposition. The schedule will move forward as drafted.

Technical Updates

A. Technical Member Updates

a) RESPEC (Alan Leak)

i) Pine Canyon Water and Sanitation District – Phosphorus Trade Application and Pine Canyon Water Reclamation Facility Site Application - Status Report

Pine Canyon had an initial response to the review memo. CDPHE issued Pine Canyon a letter stating there were information deficiencies that are needed to be provided to move site application forward. The Division put project on hold pending resolution of several issues in the Divisions letter. A phosphorus allocation must be approved by CWA first. A key item, phosphorus removal would be in addition to any MS4 trade permit requirements. There is no need for the Authority to provide comments back on this application at this time. The application package review is on hold per applicant request to allow Pine Canyon to provide complete responses.

ii) WQ Update

Slides were presented showing Chatfield WQ results for 2020 in comparison to 2019. Total Phosphorus and Chlorophyll A concentrations. Average flow in the first 3 months were higher, but significantly lower starting in April and through the summer. It effects the load of phosphorus in reservoir. A substantial decrease phosphorus loads from April and beyond due to low flow. We will be showing an exceedance this year in the reservoir. This brings us to two exceedances in 5 years.

It is not clear why the phosphorus level was high. It has been an atypically calm summer, few rain and storm events. This equates to a stagnant reservoir. RESPEC is going to investigate typical wind patterns compared to this year for wind as a possible contributor to exceedance. They were not able to fill to the reallocated reservoir level due to drought. We didn't put a lot of new phosphorus in the reservoir; existing phosphorus in the reservoir created high chlorophyll A numbers. This is a similar occurrence as Cherry Creek reservoir.

RESPEC will be contacting mitigation company to identify source of phosphorus exceedance comparing reservoir modeling and watershed may or may not be working together. This will likely be a discussion item during the Triennial Review in March 2021.

Action: Denver Water will share information about releasing water downstream in the June time frame to inform this discussion.

B. Manager's Update (Diane Kielty)

a) Contract Extensions

i) Colorado Watershed Assembly Contract

Hughes & Stuart informed the Authority manager that they are changing their service model and CWA should find a new host for the CWA website. They asked that this be decided by December 15, 2020. The topic was discussed during the November 10, 2020 TAC meeting. TAC gave direction to the Manager to investigate hosting and maintenance options and come back with a recommendation. The recommendation was presented as an action memorandum. with the request that

It was moved to approve the Chatfield Watershed Authority Board authorize the Program Manager to enter into a 2-year contract with Dotster as the CWA website host. The costs for website transfer and maintenance training to be applied to the Public Outreach Consultants 2020 budget line item. Colorado Watershed Assembly will include an addendum to their contract extension for 2021 to add website maintenance in 2021 as presented in the Action Memorandum by Director Biggs and seconded by Director Witheridge; motion carried unanimously.

ii) Chartrand Law, LLC Contract

Their extension is ready and in the queue. It will be from May 2020 through December of 2021. In the future any contracts executed will align with the CWA fiscal year.

iii) TWS Contract

Their extension is ready and in the queue.

iv) Lynker Contract

Time extension to the end of 2020. Nothing changes with budget. This allows them to finish final reporting.

b) Board Election Updates

We are urging the CWA members to get back to your representatives asking that they get their votes in as soon as possible.

C. Regulatory / Legal (Laura Chartrand)

i) Triennial Review Update

Broad overview of triennial review process was provided in a presentation. The control regulation needs to be reviewed every 3-years. The review is scheduled for March 2021. This first hearing is informational. Based on the informational review the Division makes a determination to retain, repeal, or revise the regulation. If regulations are determined to be revised the process would advance to a rulemaking hearing. The presentation is available by request.

D. Financial Recap

a) September 2020 Financial Summary

Cash in bank as of September 2020 was \$356,000. An adjustment was made for Hughes & Stuart exceedance of \$565.00.

Douglas County Commissioner Elect Teal expressed his gratitude for service on the CWA Board. It's been his honor to represent the people of Castle Rock.

Upcoming Meetings

A. Next Scheduled TAC Meetings:

a) Tuesday, December 1st, 2020: 2:00 – 4:00 p.m., GoToMeeting Virtual

B. Next Scheduled Board Meeting:

a) Monday, January 25th, 2020: 3:00-5:00 p.m., GoToMeeting Virtual

4:00 p.m.

Adjournment of Meeting