



Authority Board Chair: Laura Cavey  
Authority Board Vice-Chair: Lesley Dahlkemper  
TAC Chair: Ryan Adrian  
TAC Vice-Chair: Matt Collitt

**CHATFIELD WATERSHED AUTHORITY TAC MINUTES**

**Chatfield Watershed Authority TAC Meeting**  
**Tuesday, October 3, 2023**  
**2:00 p. m. – 4:00 p. m.**

**Member Attendees:**

Ryan Adrian (Douglas County) Chair  
Matthew Collitt (Louviers WSD)  
Hanna Anderson (Dominion WSD)  
David Van Dellen (Town of Castle Rock)  
Kirby Clark (Plum Creek Water Reclamation Authority)  
Patrick O’Connell (Jefferson County)

**Alternate Members, Other Associate Agencies & Attendees:**

Alan Leak (RESPEC)  
Michael Daugherty (Somach Simmons and Dunn)  
James McCutchan  
Ann Imse (Hilldale Pines)  
Charly Hoehn (CRMC)  
Kevin Bierlein (Hydros Consultants)  
Diane Kielty (CWA)

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**2:00 pm Call to Order**

The regular TAC meeting was called to order at 2:02 pm by TAC Chair Ryan Adrian. There were no disclosures.

**ACTION/APPROVAL ITEMS (2:05 P.M. – 2:45 P.M.)**

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**A. APPROVAL OF AGENDA**

A motion was made by Matthew Collitt to approve the Chatfield TAC October 3, 2023, Agenda and it was seconded by Kirby Clark. The motion carried unanimously.

**B. APPROVAL OF MEETING MINUTES**

Approval of August 2023 Meeting Minutes - [Chatfield TAC September 5, 2023, Meeting Minutes](#)  
A motion was made by Kirby Clark to approve the Chatfield TAC September 5, 2023, meeting minutes and it was seconded by David Van Dellen. The motion carried unanimously.

**C. APPROVAL/RATIFICATION OF INVOICES**

- The below table summarizes the invoices included in the meeting packet, [Chatfield Invoices October 2023](#)



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Total amount of invoices \$8,665.50

A motion was made by Matthew Collitt to approve RESPEC\_W0035.23003-CWA-INV-31AUG23 and ratify all invoices and it was seconded by David Van Dellen. The motion carried unanimously.

Invoices < \$5,000 and within Budget and Scope (Manager’s Approval)	
TWS_August Inv_23705_from_TWS_FINANCIAL_INC_9388	\$750.00
SSD General Chatfield Invoice 3018695_August 2023	\$ 1,508.00
SSD WQCD-WQCC Invoice 3018696_August 2023	\$ 1,118.00
SSD CPWC Invoice 3018697_August 2023	\$182.00
Invoices \$5,000 - \$15,000 and within Budget and Scope (TAC Approval*)	
RESPEC_W0035.23003-CWA-INV-31AUG23	\$ 5,107.50
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	

**D. APPROVE RECOMMENDATION TO CWA BOARD TO ADOPT AGREEMENT ON CWA WATERSHED MODEL SHARING WITH OUTSIDE AGENCIES (MICHAEL DAUGHERTY)**

This is solely for the Chatfield Watershed Authority model developed by Lynker. It does not include models shared with the Authority by other entities. The Lynker model is to be shared with Authority member entities only.

A motion was made by Kirby Clark to approve the Data Sharing Agreement with Authority member entities and was seconded by David Van Dellen. The motion carried unanimously.

- [TAC Memo Regarding Data Sharing Agreement](#)
  - [CWA Data Sharing Agreement with Member Entities](#)

**DISCUSSION (2:45 P.M. – 3:15 P.M.)**

**A. CHATFIELD SITE SPECIFIC NUTRIENT STANDARD PLANNING (ALAN LEAK & MICHAEL DAUGHERTY)**

SUBCOMMITTEE: DAVID VAN DELLEN, ALISON WITHERIDGE, RYAN ADRIAN, WESTON MARTIN, KIRBY CLARK, PATRICK O’CONNELL

- James H. McCutchan, Jr., Department of Civil, Environmental and Architectural Engineering, Environmental Engineering Program  
 A quote was provided by James McCutchan. Background was provided. The deliverables and proposed estimated budget were shared. The subcommittee will meet to make a review and bring a recommendation to the full TAC. The quote is within the budget to begin next year. The proposed schedule may have Mr. McCutchen begin the work this



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year with the intent to be prepared to present a recommendation to the Commission in 2026.

### UPDATES (3:15 P.M. – 3:55 P.M.)

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#### A. TECHNICAL (ALAN LEAK)

1. [Regulation 22 Site Location Approval No. 3251](#), Perry Park Water and Sanitation District applied for an amendment to their existing plant. RESPEC found there wasn't an impact to their phosphorus loading. It was an upgrade, and it will improve water quality. CWA sent in an approval. It was found in conformance by the Division and was approved.
2. Draft 2024 Chatfield Watershed Authority Budget (Alan Leak) ([Chatfield Watershed Authority Budget Planning Workbook 2024-2028 Version 8-29-2023](#)) The budget in the package is the same. Be aware that for 2024 \$80,000 is dedicated to nonspecific (NPS) activities. The McCutchen quote would be applied to this nonspecific category. CWA has room in the 2023 budget to begin the project if the Authority chooses to do so.
3. Regulation #93 Data Call – The 303d data for the Division has been submitted.
4. Chatfield Reservoir Mitigation Company Update - None.
5. Other Member - Hilldale Pines Forest Break project update – The Colorado Watershed Assembly has agreed to become the lead applicant for a COSWAP grant, hire a Project Manager to work with the Youth Corps members, and provide the necessary insurance, administrative support, and overall grant management services. The Authority has committed \$5,000 to this project.

#### 1. MANAGER (DIANE KIELTY)

1. New Chatfield Watershed Authority Board Member Douglas County Commissioner George Teal. ([Chatfield WA New Board Appointment](#))
2. [Website News Announcement](#) - Preservation of 204 acres of open space via a conservation easement in Douglas County. A map of the easement was provided and discussed. This is a benefit to water quality and the elk that migrate through the area. The County may develop a small piece for their operations.

#### 2. FINANCIAL (DIANE KIELTY)

1. [June Financial Summary](#) – Provided in the meeting packet.

#### D. EXECUTIVE SESSION

24-6-402(4)(b) C.R.S. Conferences with an attorney for the purpose of receiving legal advice on specific legal questions.



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### UPCOMING MEETINGS (3:55 P.M. – 4:00 P.M.)

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**A. Next Scheduled TAC Meetings:**

- a) Tuesday, October 31 (**Early November Meeting**), 2023: 2:00 – 4:00 p.m., Google Meet Online

**B. Next Scheduled Board Meeting:**

- a) Monday, October 16, 2023: **New Time 4:00 pm – 6:00 pm**, Hybrid Live & Online ***Hybrid | Live & Virtual***

**Live Address:**

100 Jefferson County Parkway  
Golden, CO 80419

Directions and parking details

<https://www.jeffco.us/2051/Driving-Directions>

Parking – once through the roundabout, head toward the building, guests can park in either of the top-level parking areas to the left or right

Enter the building and go to your left (unsecured side)

Once at elevators, head to your right and look for signs for Chatfield Watershed Authority/Faye Griffin Room (just pass Hearing Room 1)

**Virtual:**

[Join with Google Meet](#)

[meet.google.com/edb-jujy-eis](https://meet.google.com/edb-jujy-eis)

Meeting ID

[meet.google.com/edb-jujy-eis](https://meet.google.com/edb-jujy-eis)

Phone Numbers

(US)[+1 570-729-5057](tel:+15707295057)

PIN: 656 914 827#

[More phone numbers](#)

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2:41 p.m.

Adjournment

### ATTACHMENTS

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*No Attachments. Links to the materials are provided on the agenda.*