

**CHATFIELD SOUTH WATER DISTRICT**

<https://chatfieldsouthwd.colorado.gov/>

**RECORD OF PROCEEDINGS  
MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS**

HELD: 6:00 p.m. ON WEDNESDAY, March 8, 2023

PLACE: 11500 N. Roxborough Park Road

Littleton, CO 80125, and

Virtual 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 PRESENT:**

- ❖ Donna Fleischer, President
- ❖ Jay King, Vice President
- ❖ Evan Ela, Secretary
- ❖ Tom Mansfield, Treasurer
- ❖ Joseph Rottman – Assistant Secretary

**OTHERS IN ATTENDANCE**

Kurt Schlegel, Special District Solutions, Inc.

No members of the public attended in person or virtually.

1. Call to Order: The meeting was called to order by Director Fleisher at 6:03 p.m. A quorum of five (5) Directors were present or participating. No additional conflict disclosures were stated by the Directors.

2. Approval of Agenda: Director Fleischer moved that the Board approve the agenda as presented. Following a second by Director King, and upon a vote taken the motion carried unanimously.

## CHATFIELD SOUTH WATER DISTRICT

### RECORD OF PROCEEDINGS

---

3. Consent Agenda: Director Ela moved that the Board approve the Consent Agenda, consisting of the following items, as presented:

- Minutes from the January 11, 2023, Regular Meeting
- Ratify the payment of claims for the period ending February 28, 2023:
  - Checks #10282 through #10289 in the amount of \$12,285.99.

Upon a second by Director Mansfield a vote was taken, and the motion carried unanimously.

4. Public Comment: None

5. Discussion / Action Items:

A. Centennial Water Interconnect – Pressure Reducing Valve (PRV):

Mr. Schlegel stated that Mulhern has begun planning for the installation of the PRV and that the surveyor is to be on site this week to complete the survey and then develop drawing for the project. Glacier Construction has been contacted and they are waiting for drawings / plans so that parts can be ordered for the installation.

B. 2023 Rate & Fee Discussion: Director Fleischer opened the requisite Public Hearing at 6:07 pm. The Directors discussed the Denver Water Rate & Fee structure for 2023 and the need to keep pace with water and equipment charges. No public comment was received, and Director Fleischer closed the Public Hearing at 6:20 pm. Following discussion, the choice was made to increase the three (3) water use tier rates to cover the increased charges from Denver Water. Director Fleischer moved that the Board approve and adopt Resolution No. 2023-03-01 Approving the Schedule of Fees for 2023 increasing Water Use Fees to:

Usage	Rate
1 to 30,000 gallons	\$4.80 per 1,000 gallons
30,001 gallons – 50,000 gallons	\$7.20 per 1,000 gallons
50,001 and above	\$9.60 per 1,000 gallons

## CHATFIELD SOUTH WATER DISTRICT RECORD OF PROCEEDINGS

---

and increasing Tap Fees to:

Category	Tap Fee	Equivalent Tax Fee	Development Charge	Estimated Water Rights Cost	Admin Fee	Total Fee
In-District Property with a House	\$4,000.00 (\$500 + \$100 each January 1 after 1998)	n/a	\$1,900	\$6,000	\$300	\$12,800
Property Included into District after the Date of Organization in 1998	\$4,000.00 (\$500 + \$100 each January 1 after 1998)	\$37,500.00 (add \$1,500 each January 1 after 1997)	\$1,900	\$6,000	\$300	\$51,800
Vacant Lot In-District	\$4,000.00 (\$500 + \$100 each January 1 after 1998)	\$25,000.00 (add \$1,000 each January 1 after 1997)	\$1,900	\$6,000	\$300	\$38,800

Upon a second by Director Ela a vote was taken, and the motion carried unanimously.

C. May 2, 2023 Election. Mr. Schlegel stated that two (2) self-nomination forms were received by the February 24, 2023 deadline, and that no affidavits for write-in candidates were received by the February 27, 2023 deadline. That being the case the May 2, 2023 election has been cancelled and Directors Fleischer and Rottman have been re-elected via acclamation to 4-year terms beginning May 2, 2023.

### 6. Financial Items:

A. Payment of March 2023 Claims: Mr. Schlegel presented a list of claims for the Board's consideration. Director King moved that the Board approve the March 2023 payments represented by checks #10290 through #10297 totaling \$7,925.50. Following a second by Director Fleischer, and upon a vote taken the motion carried unanimously.

B. Review of District Financial Statements. Mr. Schlegel presented the cash position and unaudited financial statements to the Board for the period ending February 28, 2023.

**CHATFIELD SOUTH WATER DISTRICT**  
**RECORD OF PROCEEDINGS**

---

---

7. Other Business: None
8. Manager's Report: Mr. Schlegel presented his report to the Board. (attached)
9. Adjournment: Upon motion duly made and seconded, the Board adjourned the meeting at 6:50 p.m. The next regular scheduled meeting of the Board of Directors will be held 6:00 pm on Wednesday, May 10, 2023 at 10500 Wildlife Way, Littleton, CO 80125 or as a virtual meeting via the Zoom platform, or both.

Respectfully submitted,

DocuSigned by:

Evan Ela

16B2F0E22188434...

---

Evan D. Ela, Secretary