

Center of Colorado Water Conservancy District
Meeting of the Board of Directors
April 12, 2023

The monthly meeting of the Center of Colorado Water Conservancy District was held on Wednesday, April 12, 2023 at the water district offices located at 548 Front Street in Fairplay. Briggs Cunningham, Board Chairman, called the meeting to order at 1:00 PM.

The members present in the office were Briggs Cunningham, Lynne Buchanan and Craig Steinmetz. Lisa McVicker and Chris Fuller were present via video conference. Nola Knudsen, Administrator, was present in the office as was Lisa Barden Brown, Operations Manager and Dan Drucker, Emeritus. Legal counsel David Shohet was present via video conference.

Also present was Megan Jackson, Summit Community Care Clinic.

APPROVAL OF THE AGENDA

Megan Jackson was added to agenda to discuss office rental. Lisa McVicker moved to approve the agenda as amended. Lynne Buchanan seconded and the motion carried unanimously.

APPROVAL OF THE MINUTES

Lisa McVicker moved to approve the minutes as presented. Lynne Buchanan seconded and the motion carried unanimously.

SUMMIT COMMUNITY CARE CLINIC

Megan Jackson, the dental hygiene director from Summit Community Care Clinic, attended the board meeting to provide information regarding their intent to move forward with renting Dr. Caldwell's space and extend his good work. She handed out a small packet of information. They are having a finance meeting in May to present information about the possible lease and garner funding for the operation and would then present the information to their Board. They want to open doors 1-2 days a week in July/August and then do more consistent 1-2 days in October. The clinic would like to offer preventative and restorative services for individuals of all ages. They have a budget of \$1300 to \$1400 per month. Megan said they are nonprofit and would hope to see a lower monthly lease the first year to start off particularly if it involves a longer lease. Megan explained Summit Community Care Clinic opened in Lake County to provide dental services and it has done very well.

Craig Steinmetz handed out a floor plan so the Board could see the area being discussed.

Megan said they are not looking for any remodeling.

Lisa McVicker moved the Board members talk as a Board and communicate our offer in writing to the Dental Clinic before their May finance meeting. The lease price would not be over \$1300 per month. The written offer will be sent by legal counsel by the 31st. There was further discussion. Lisa McVicker asked Megan to provide information regarding any possible changes needed. Megan said she didn't see anything at this time.

Lisa McVicker asked council for an opinion on possible lease amounts. David Shoheit said in comparison, the District did lease three offices and the conference room to Nola for \$1,000 per month.

Lisa McVicker rephrased her motion and moved the District make an offer to Summit Community Care Clinic to offer a lease for the approximately 1,194 square feet previously occupied by the Dentist and that this lease be proportional to our existing lease with Knudsen Counseling in terms of square footage cost and division of utilities at one third total building costs. Counsel will provide a proposal to Summit Community Care Clinic no later than April 30th. Lynne Buchanan seconded and the motion carried unanimously.

ADMINISTRATIVE MATTERS

2.1 Administrator's report on Accounts: Nola Knudsen informed the board that High County Bank is now charging a wire fee for funds transferred in to the bank. The charge is \$10.00 each month. Lynne Buchanan thinks this is okay at this point. Lisa Brown said she is now getting a service fee as well. Nola Knudsen reviewed the check register with the Board. Expenses for April totaled \$13,116.77. Total cash assets after bills have been paid is \$1,721,972.62.

2.2 Treasurer's Review: Lynne Buchanan reported the deposits for the month for office rental and utilities and included a small interest for a total amount of \$2,648.27. The property tax receipts were not available prior to last month's meeting and are included in this month's report. This month we have the property taxes for March and April that total \$259,369.32.

2.3 Approval of Invoices and Warrants: Lisa McVicker moved to approve the invoices and warrants as presented. The motion was seconded by Lynne Buchanan and carried unanimously.

2.4 Contract & Lease for Nola Knudsen: Nola said she received an email from David Shoheit regarding a contract for performing the accounting services. She said I have not had time to review it as yet and she is not prepared to discuss that. She did ask a question about the entry area in the space Nola is leasing. Due to the nature of her work, it is important the area in conflict is resolved and she disagrees with Board member Craig Steinmetz as to the use of that space. Nola said she has an obligation to provide a confidential space for her clients and for their paperwork. The entry area, or common area, is where they would come in and sit waiting for the therapist

Craig Steinmetz handed out a map and wanted to address the issue. Chris Fuller said, the area has been available to CCWCD when we had our joint meetings and regular meetings because Nola is working with us and couldn't see clients. She has allowed use of the kitchen and this area. Chris doesn't see why that can't continue and the rest of the time the area be closed up.

Lisa McVicker expressed the District has a 5,000 square foot building and “we need to rent more space”. She understands the need for confidentiality and thinks a wall could be built in Nola’s area with a locking door that would allow a private sitting area. She believes the District owes it to the constituents to best utilize the space. The old space where the conference room used to be has a lot of junk in there and the space is not being used.

Briggs Cunningham asked who is saying we have wasted our money. Lisa Brown said she believes it is referring to the email Briggs forwarded to everyone. Lisa Brown has gone to the website of the constituent that expressed his displeasure that CCWCD purchased property. Lisa Brown is aware that other districts have purchased property for their operations. It is an asset and an advantage to not paying rent. There will be an open space for public use and to invite the public into. Briggs asked why we have to have renters asap. Craig Steinmetz said it is a business decision and you either own the building and you’re a landlord, a good landlord, or you’re a slumlord and you just don’t care. Constituents look to us as to how we spend their money and we have to show them that we can put more money in their pocket through leasing this building out to its fullest and the money goes to the people of Park County. Briggs Cunningham said it also goes to buy water and storage. Craig Steinmetz says we multitask. Briggs disagreed and said it says nothing in the rules of the Conservancy District that we have to be renters. Dan Drucker said we have 3 water districts in this building now and we can plan in the future for expansion of personnel and a need for more space than we had before. Dan continued, if we lease a piece of the property knowing we will need it in the future is counterproductive. We are lucky we bought the building free and clear and there are no debts and no need to rent anything out. As far as other people that rent things out, we’re a quasi-governmental agency, we don’t have to rent. The County Commissioners aren’t renting out their new building or their old building either. It is simple, we need the building for future expansion and we don’t need to complicate the life of the property manager or operations manager. As far as the dental building, there is no other dental facility between here and Summit County. As far as mental health, this is what we provide for the County.

Chris Fuller said there are two things going on here. One is access to the private space to Nola’s area and she asked if the dental people use the kitchen. Nola responded no. If the dental people are not going through that area, the question is how much we use that space. When all three boards are there, Nola is working with us and there wouldn’t be a problem using that middle area. Chris is confused as to why we would want to block off that middle area.

Craig Steinmetz read from Nola’s lease. The lease states the area consists of three offices in the building. There is an addendum to the lease sent out by the attorney and he added one conference room. Nola asked to provide background to this lease. The lease was only put together the day before the closing. She needed to know she had a place to operate and needed and understood that to be a starting point. At the time, the board had not discussed how much she would be compensated for the property management services. This was important to make sure she would be able to afford to pay the lease. The issue for Nola is the common space. The way Craig has drawn the new floorplan, there could be people in the common area and her clients would be walking in the front door. When Craig visited the office with the Architect, there was a disruption of services involving clients with significant problems. Nola stated she is a licensed

professional counselor, her agency is licensed and she has obligations she cannot ignore regarding their confidentiality. Craig Steinmetz replied what Nola said was hearsay and he reread the lease document to the Board. Nola asked the Board to remember her involvement with providing spaces for the Board to operate from the beginning of its organization for the last 24 years, and she believed the Board would allow time for the space to be worked out for her. As a result, she went ahead and agreed to the three offices until there was more information.

Dan thinks our problem is semantics. The word common area is not for the rest of the building. If we struck that word and put it as the waiting room for the mental health practice, it is resolved. Dan suggested building a separate unisex bathroom for KCEBS. That way there would be bathroom facilities for everyone. Chris Fuller likes this idea.

Briggs Cunningham asked David, in the lease, it says the tenant shall have sole and exclusive use of the premises except for occasional use with the conference room. David Shohet said he thought the common areas were to be used for all. David didn't understand the waiting room was for exclusive use for Nola.

David Shohet shared his screen and his suggestion of another option. Chris liked the comment on adding a bathroom. If a bathroom was put by the wall of the women's bathroom then we would share a kitchen. There was a continuing discussion about many possibilities of where to place walls, bathroom, or even if a kitchen is needed. There was a question if changing the center area is even needed to rent to anyone. Lynne Buchanan said we need a proposal for the use space. Briggs Cunningham makes a proposal on days when there are HASP meetings, the common areas will remain that way and are off limits to anyone but Nola.

Chris said we have two things going on. We have space we are sharing and then we are going to reconfigure that space. Briggs said we can always revisit where that later. Chris thinks it is a fine solution until we decide what kind of separation we do to that space. Briggs, we need to get Nola's lease written down. Lisa McVicker agreed Nola needs to have her own 100% private space with a locking door.

Lisa McVicker moved the board extends the expense with Nola's consultation to create a wall that allows a waiting space with private door that locks with a big window letting in light that is 100% private. The motion was second by Chris Fuller. There was further discussion.

Lynne Buchanan asked if it is our intention to have a third renter or are we basically going to keep the dental practice, Nola's space, and keep the rest for CCW. Briggs said to him the answer is yes. Chris Fuller said her last understanding was we should keep the big room for events, education or maybe a conference room extension from the other room. Her thoughts were to rent the dental area and the middle area and keep the rest for CCW. Craig Steinmetz said there is a lot of room for other rental space and it is wasteful. Lynne Buchanan heard there is a potential to put a wall up and have space to lease. Lisa thinks we should use the space in the best way we can and Nola should have a confidential space to operate.

Dan Drucker said in order for Nola to have a private space, we should plan in putting in a restroom in that space so that the clients and the therapist can use it. For the future, if Nola has a need for a larger space she may need to move on. By having the toilet space available, we could

rent to someone that could utilize it. As far as the conference room, I assume it is for Nola's practice where a family could be provided services. For the rest of the building, the water district has enough space and we have our offices built. Let's keep it separate. We have a dental and Mental Health space. The only thing we won't have is full use of the kitchen when Nola has clients. We can put a hotplate and a microwave in our area. We don't need a kitchen. Briggs Cunningham made a point of needed security for CCWCD as well as Knudsen Counseling.

Briggs makes an amendment to Lisa's motion that from now until the wall is complete, the common area and those three offices and conference room, (the middle third) is all Nola's, and the remainder is CCW's. Lisa said she heard Nola's wants to move and is losing money working for CCW. She said it is back in Nola's corner, if she is losing so much money, she is at the crossroads of her life and needs to just tell us. Nola replied that is not what she wants. She wants to remain in the building as long as she can maintain her ethical responsibilities as well as what she is required to do by her license. Chris confirms her second. David Shohet said he would draw on the map provided, the area she is leasing. A confirmation vote was taken and Chris, Lisa, Lynne, Craig, and Briggs all voted in favor.

Lynne Buchanan suggested David and Nola work out a professional services agreement as well as a property manager report. David will work with Nola for contracts.

OPERATIONS MANAGER'S REPORT: Lisa Brown previously sent a report to all board members.

Chatfield Reallocation Project: The next Chatfield meeting will be April 26. She did receive and share the water accounting through the 28th. Lisa Brown said she heard from Charlie Hoehn, the project manager at Chatfield, that the observatory flights will be happening in the next ten days.

James Tingle Reservoir: Lisa Brown provided the JTR accounting and storage credits. She said a meeting was held on 4/5 to discuss operations for the upcoming diversion season. They discussed one idea to try to utilize Chatfield exchanges this season. This might be something to mention as part of the 25th anniversary celebration.

Smelter Pipeline Reservoir: Lisa Brown said a gauge height of 9' was observed. The reservoir is still iced over as of Monday. Mosquito Creek is slightly starting to trickle. She will let the board know when we can divert.

South Platte Enhancement Board (SPEB) Lisa Brown attended a virtual meeting in March where new officers were selected. There was a presentation given by Bill Mangle who represents Outside 285. It is a coalition working on mapping wildlife and existing and proposed trails along the 285 corridor and within SPEB boundaries of the Platte River. The Phase 1 study area ended at Kenosha pass but a new Phase 2 study is being started to encompass the rest of South Park. Lisa said they are putting together a comprehensive plan to get interest groups into one organization so that all the trails are cohesive rather than split up. Dan Drucker said he will get some maps to Lisa Brown that were created an organization that handles the Bailey corridor. They are old but may be of some use. One of their areas of concern is they are trying to remove social trails from riparian corridors and restore habitat.

Snowpack update. Lisa Brown said it is not looking good here; it is more like drought years. The Rough and Tumble SNOTEL is down to 72% of median. Briggs Cunningham said the lake at the top of Kenosha is dry. Lisa Brown said the water commissioner said it is the lowest he has seen it. Lisa said there is an 1889 Cheesman call today. That controls the river and until they fill 16,000 acre feet in Cheesman, that call will hold.

Update to web-site issue: Lisa McVicker, Nola, and Lisa Brown have been working on the web-site. Briggs Cunningham brought to Lisa Brown's attention that the text of our website describing the actions that formed CCWCD needs to be clarified. It mentions the Water, Land, and Trust fund which was unclear. Lisa went to the clerk's office and researched the ballot issues that formed CCWCD; there were three issues. Two occurred in 1997 and one in 1998. There was a discussion to eliminate the Land, Water and Trust fund, since it isn't pertinent to the District and it shouldn't be part of our introduction.

OLD BUSINESS

4.1.1 The vision for the future of the Building and CCWCD: Briggs Cunningham asked what each board member's vision of the future was for the building. Lisa McVicker said first she wanted to thank Nola and Lisa Brown who have worked diligently to get the website back up and she agrees that we don't need to mention the Land and Water and Trust Board on the site. David Shohet said the accomplishments page was updated previously and he will email information to Lisa Brown.

Lisa McVicker said I think we need to continue looking for water and in terms of storage, David Shohet has done a wonderful job pursuing that and that he and Lisa Brown working together. Lynne Buchanan thinks storage is key and we have already discussed the building. Craig Steinmetz would like to see more urgency on the part of the board with things we talked about today. Things seem to drag on. We will take on new members as we go on. Dan Drucker's vision for the future is the building will be sold, that Nola will be gone and the Dentist can take over the building and CCWCD will build a headquarters near water, perhaps by the Wildhorse Reservoir. We will need space for utility vehicles eventually. Chris Fuller hopes the board 20 years from now is as dedicated as we all are. She hopes the operation part grows to include things such as to educate the public. She said the CCWCD is a good thing and hopes it stays that way.

Briggs Cunningham agrees with Chris Fuller that the Board is doing a great job providing water for Park County. He also hopes to be around in 20 years said he hopes that as CCWCD grows, we have a place for us to grow into. Lisa Brown agrees the education of the public should be something we do. Rebuilding the website is part of that as would be having an event at Burro Days. Having regular reviews and updates of the website is important as well as looking at other water districts websites to see what they do. Dan Drucker said as far as education of the public and Burro Days activities is concerned, we should use the big space for courses in water law or students in the high schools.

4.2 New Logo Selection: Lynne Buchanan did a survey monkey and received six responses. Based on those responses, Lynne did some logo concept design. She recommends for today we agree to one of the concept and she can tweak it further if needed. Lynne shared some of the

recommended changes. Craig Steinmetz would be happy with three of the logos. The one Briggs really liked is not on that sheet presented. He asked if we are going to use everywhere, do we need uniformity between inside and outside use. He suggests a simple design. Dan Drucker said we don't have a design with CoCWCD and we are in conflict with the Central Water Conservancy District.

Dan likes the idea of having the outline of Colorado. He said people don't know the outline of Park County but they do know Colorado. Chris likes 4; she likes 5 & 6 a lot but they don't have the Center of Colorado Water Conservancy on it. Dan Drucker thinks the colors are too dark on #6. Briggs Cunningham likes the logo pictured in the upper right hand corner. Lisa McVicker also likes the upper right hand corner. Lisa Brown thinks #3 makes it clear.

4.3 Grant Applications: Chris Fuller wants to know if the web-site is ready for use otherwise talking about the grant applications at this time is a moot point

NEW BUSINESS

5.1 George Seaton: This gentleman lives in Briggs Cunningham's sub-division. Briggs read he had some concerns about the operations of CCWCD. Briggs called him on the phone to answer any questions he might have and to clear up any misunderstandings about CCWCD however, Mr. Seaton did not want to meet. Briggs explained about the web-site problems and with it crashing. Mr. Seaton said he understood. Briggs also told him about the building and formally invited him to a board meeting.

5.2 Burro Days: Briggs Cunningham is wondering if it may be too late for a booth. Briggs did have a suggestion of placing pictures of projects on the walls, and to provide places for visitors to sit during an open house. The board considered options about serving refreshments, the need for signs and advertising, having a power point on the TV, and information cards (8 ½ x 3 ½) the visitors can take with them. It was suggested there be water for dogs and people. Lynne Buchanan has already received a proposal with costs included. She found a place that would put the CCW's logo on it. The pricing is a minimum of 60 cases of water for \$720 for 16.9 ounces. The board discussed different options but will make a decision later. Briggs asked if we are deciding on having an open house. Lynne suggest only doing the open house on Saturday. Briggs volunteers to be here the entire Saturday.

LEGAL ISSUES

David Shohet sent a legal update to all board members previously. He reviewed four water cases and one that we stipulated out of regarding the Rosalie Ditch.

There is one new HASP application for a year-round RV campground with a science theme located new Spinney Mountain Reservoir. Their water usage is going to be a little high, total depletions for the RV Park are estimated at 3.3 annual acre feet.

Wheeler's operations report for March had not be received when the legal report was completed but it has since been sent out.

2023 Water Planning: Every year Matt Loose and David Shohet sit down and figure out how much water HASP needs. We are required to lease Randall and Sessions water what we don't use. Based on Matt's recommendations, we project that we can offer approximately 90af of water to Centennial. Matt, Lisa Brown, and David spoke with Centennial. All reservoirs are topped back up and we're storing water in Chatfield. We spoke with Matt about an exchange out of Chatfield and back up to Park County. For our 25th anniversary, we can tell Park County Constituents that Park County water is leaving the front range and coming back up to Park County. Lynne Buchanan made a motion to lease 90AF of water to Centennial. Lisa McVicker seconded and the motion carried unanimously.

David provided a reminder about director's terms. Lynne is willing to serve again in 2024.

Lisa Brown said one more thing to discuss is the web-site proposal to rebuild it. Chris Fuller is in favor of the web-site. Lynne Buchanan made a motion to accept the proposal for the web-site, to include a preliminary check to Daisy Design for one third up front. The motion was seconded by Chris Fuller and carried unanimously. It was decided on the new web-site to only post the 2023 board minutes forward.

DIRECTOR'S ISSUES

Craig Steinmetz said he will get costs on the needed repairs. He said there are several areas where lights don't work. He can put lights up when the wall is built.

Lynne move to adjourn the meeting. The motion was seconded by Craig Steinmetz and the Board adjourned at 4:27pm.