

**Buena Vista Water Advisory Board**  
Minutes of July 20, 2016  
Public Works Office Meeting Room  
755 Gregg Dr.

**Call to Order**

The meeting was called to order by Chairman Hamilton at 6:35 p.m.

**Attendance and Introductions**

In attendance were Harley Hamilton, Roy Gertson, David Kelly, Jerry Steinauer, Andrew Rice, Greg Maggard, Brandy Reitter, Emily Katsimpalis, and Duff Lacy.

**Agenda Adoption**

Chairman Hamilton accepted the agenda as presented.

**Approval of Minutes**

Chairman Hamilton called for a motion to approve the minutes for the April 20, 2016 meeting as presented.

**Motion #1** by Kelly, second by Rice to approve the April 20, 2016 minutes as presented.  
Motion carried.

**Public Comment**

Chairman Hamilton called for public comments. There were none.

**Business Items**

*A. Boards and Commissions Manual – Emily Katsimpalis*

Emily Katsimpalis, Assistant to the Town Administrator, attended to present the Boards and Commissions Manual. She highlighted various aspects of the Manual, which she said functions like an “employee handbook” for advisory board members and includes member roles and responsibilities, guidelines about posting on social media, and general information about Town government and the Town’s various advisory boards. Reitter said the purpose of the Manual, which has been approved by the Board of Trustees, is to standardize advisory boards and provide a “job description” for board members. Members were given a copy of the Manual and must sign the Acknowledgement of Receipt at the next meeting. Members can contact Katsimpalis with questions.

*B. Salida Water Festival*

Maggard said the Town has partnered with John Duggan, from the Colorado Department of Public Health and Environment (CDPHE), to man several booths at the Salida Water Festival on August 13<sup>th</sup> at Riverside Park in Salida. Maggard said the theme for the Town will be Source Water. He will host one of the booths and will talk about the Source Water

Protection Plan (SWPP), display maps, and give a demonstration about how contaminants can affect source water. Water bottles will be given out, and the Town is working on a calendar, as well. One of the Best Management Practices (BMP's) listed in the SWPP is public outreach. The Upper Arkansas Water Conservancy District (UAWCD) is coordinating the event. Reitter said Water Advisory Board members are welcome to attend and help out with the booths.

*C. Cottonwood Lake Special Use Permit Renewal*

Reitter said she and Maggard met with the Forest Service and UAWCD to start the Forest Service Permit renewal process for 2017. Reitter said they also discussed finishing up the joint feasibility study for expanding Cottonwood Lake. She said the size of the dam will not be increased. Instead, the bridge and outlet structures will be re-done to allow for an increase in release capability from 1 cfs to 5 cfs. UAWCD wants to release water at a higher rate for water exchanges. Kelly explained that the ability to release 5 cfs is important on paper to allow for exchanges during high-flow times. Reitter stated that one of the concerns for the Forest Service is to ensure that there is always enough water in the Lake to keep fish alive during the winter. The Forest Service is also concerned about impacts on the creek from increasing the amount of water released.

As part of the agreement with UAWCD and the Forest Service, the Town is paying for a portion of the outlet improvements. Kelly asked about how much water the Town will be able to store after the changes. Maggard and Reitter said the Town will be allowed to store water based on a percentage of water storage available. The Town will pay for the changes based on those percentages, with UAWCD paying the majority of the costs. UAWCD will be the signor on the permit.

*D. McPhelmy Lake Water Right and Augmentation Plan*

Maggard said the Town was given administrative approval to fill Town Lake this year. Wright Water and water attorney, Cindy Covell, were working on a Substitute Water Supply Plan before filling it this year and are now working on a permanent water right for the Lake. Kelly said he doesn't think the Town should have to apply for administrative approval each year, as long as the Substitute Water Supply Plan and the application for the water right are connected. He thinks the Substitute Water Supply Plan should cover the Town until the court approves the water right, but he said to check with Cindy Covell to be sure. Reitter said she will keep the Water Advisory Board updated on the progress of the decree.

*E. Well #3 Completion*

Maggard said Well #3 is complete and the Town is using it for irrigation. Gertson will deploy data loggers to correlate well water temperature with the Arkansas River temperature.

**Staff/Counsel Reports**

*A. Town Administrator – Brandy Reitter*

Hamilton asked about the MOU with the County, as part of the SWPP. Reitter said she will work on it for the next Water Advisory Board meeting.

Hamilton also asked about the St. Charles Mesa agreement. Reitter said she recently sent the agreement to Dave Simpson at St. Charles Mesa, and they are reviewing it.

Reitter said the Town is working with Gertson to see what it would take to operate the water treatment plant if necessary. They will develop operating procedures, look at State requirements, work on documentation, create an operating manual, and train the Water Department on how to run the plant.

Reitter asked if the Water Advisory Board had any budget requests and said the Town is talking about putting security cameras up to protect the water supply. Lacy asked about money in the budget for the water treatment plant. Maggard said there is money in the budget for working with Gertson to see what is needed to upgrade the plant, and Reitter said the Town has been budgeting approximately \$10,000 yearly, but has not been using it. For now, the Town will keep that money in the budget and will add more if necessary.

*B. Public Works Director – Greg Maggard*  
Maggard had no further updates.

*C. Water Counsel – Cynthia Covell*  
Covell was not present. No report was given.

**Board/Staff Interaction**

The next Water Advisory Board meeting will be held on August 17, 2016.

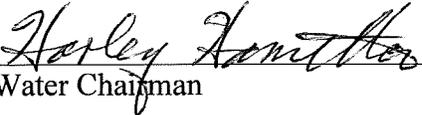
**Adjournment**

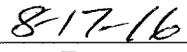
Seeing that there was no further business, Chairman Hamilton called for a motion to adjourn.

**Motion #2** by Steinauer, second by Kelly to adjourn the meeting.  
Motion carried. The meeting was adjourned at 7:55p.m.

Respectfully submitted,

Lisa Brooker  
Administrative Assistant

  
Water Chairman

  
Date