



Michael & Denise Frazier  
17015 Papago Way  
Colorado Springs, CO  
80908

Re: Absence of Required Water Meter Reading – End of Winter Period

Dear Mr. and Mrs. Frazier,

Review of water meter reporting records has identified that Cherry Creek Springs Homeowner's Association has not received the required end of winter period water meter reading (March 1<sup>st</sup>) for Lot #102, 17015 Papago Way by the deadline of March 10<sup>th</sup> specified in the HOA's Water Consumption Recording and Reporting Policy.

The Board of Directors is aware that difficulties have been experienced by several members during the transition to the water reporting tool on the new HOA website. As such, the Board of Directors will not process this event as a policy violation, or assess the monetary fines set in Schedule B of the Covenant Management Policy.

The Board will be contacting the Division II, Water Commissioner's Office (Colorado State Department of Natural Resources) communicating the technical issues experienced during web-site transition; along with a listing of lots for which the end of winter period water meter reading has not been received.

The Water Commissioner's Office of Colorado State Department of Natural Resources requires the reporting of the end of winter period water meter reading (March 1<sup>st</sup>) for use in calculating the amount of water that is returned to the alluvial aquifer.

The Board of Directors requests that the following actions be taken:

1. If you reported your March 1<sup>st</sup> meter reading via the web-based tool, please contact Richard Schooff at [ccshoawater@gmail.com](mailto:ccshoawater@gmail.com) with your March 1<sup>st</sup> water meter reading,
2. If you overlooked reporting your March 1<sup>st</sup> water meter reading, please take prompt action to report the March 1<sup>st</sup> water meter reading via the web-based tool, and contact Richard Schooff at [ccshoawater@gmail.com](mailto:ccshoawater@gmail.com) to verify receipt of the water meter reading.

As a reminder, the water meter readings are required for October 31<sup>st</sup> / November 1<sup>st</sup> (end of year and beginning of next year) and March 1<sup>st</sup> (end of winter period).

Respectfully,

A handwritten signature in blue ink, appearing to read 'Norman Habermehl'.

Norman Habermehl  
President - Cherry Creek Springs Homeowner's Association