

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE COTTONWOOD WATER & SANITATION DISTRICT**

July 19, 2018

at 6:30 p.m. at 8334 Sandreed Circle, Parker, Colorado

ATTENDEES

Directors present: Alyssa Kasaris, Bill Thomas, Linda Dillon and Steve Wasiecko. Others present: Pat Mulhern, Luis Tovar, and Kelly Conover, Mulhern MRE, Inc.; Carolyn Steffl, Moses, Wittemyer, Harrison, and Woodruff, P.C.; Melanie Goetz, Hughes & Stuart.

**Public Present: Kevin Clark, resident at 16449 Azalea Avenue;
George Prine, resident at 16239 Lanceleaf Point.**

THE AGENDA

The Board considered the proposed agenda. Director Kasaris requested that the Board amend the agenda to include a discussion of the vacant board position under the Public Comment Section with Mr. Clark and Mr. Prine. Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, unanimously carried, the agenda was amended as requested.

PUBLIC COMMENT

Mr. George Prine addressed the Board regarding the vacant board position and his interest and qualifications. The Board was provided the application completed by Mr. Prine for their review.

Mr. Kevin Clark addressed the Board regarding the vacant board position and his interest and qualifications. The Board was provided the application completed by Mr. Clark for their review.

The Board reviewed their positions and the duties of the Board as representatives of the District. Following discussion, the Board directed staff to schedule informal interviews with each interested candidate.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held June 21, 2018, authorization for staff to implement disconnect procedures on accounts listed on the delinquent list dated July 17, 2018, approval of checks numbered 20508 through 20543 listed on the check register, disclosure of potential conflicts of interest and ratification of Director payments.

Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, unanimously carried, the Consent Agenda was approved.

DIRECTOR ITEMS

There were no Director items for discussion.

CONSIDER WATER CONSERVATION ORDER ADOPTING WATER RESTRICTIONS

The Board was provided a Water Conservation Order regarding implementation of water restrictions for all Cottonwood customers beginning July 19 through October 15, 2018. The District is experiencing a significant increase in use due to the hot, dry weather. Following discussion, upon motion duly made by Director Thomas, seconded by Director Dillon, and upon vote, the Board unanimously approved the Water Conservation Order to Adopt Water Restrictions.

Staff was directed to provide the water restrictions to ALL customers via email, website, and monthly billing insert. There was Board discussion and suggested changes to the details in the Conservation Order regarding watering time restrictions and listing some best practices for people to be aware of.

Carolyn Steffl reviewed the District Rules and Regulations regarding water conservation and the required notification to customers. The District is required to provide public notice and hold a public hearing within 2 weeks of the adoption to allow public comment. Following Board discussion, upon motion by Director Wasiecko to amend the Water Conservation Order to change the watering time restrictions to 9am to 6pm and change the date of effectiveness to August 2nd to provide the 2 week notification prior to the next regular board meeting, seconded by Director Thomas and upon vote, the Board unanimously amended the Order.

Following further discussion, Director Thomas proposed a motion to provide a variance to the District Rules and Regulations to efficiently use public funds to mail a postcard separately in order to meet District deadlines for notification. The motion was duly seconded by Director Dillon and upon vote, the motion carried.

MANAGERS REPORT

Luis Tovar reviewed items in the manager's report. The Jordan Road sewer repair has been delayed to accommodate the Crown Point irrigation line connection following the approval from the Town of Parker. Luis also reviewed the Lead and Copper sampling results.

ACTION ITEMS

Luis Tovar reviewed the Action Items.

1. JWPP Reconversion – CH2M requests approval to order the design of 2 new RO skids due to the lead time required on the item. Costs not to exceed \$10,000
2. Water Tank Repairs – Bates Engineering has provided a proposal for repairs of the concrete box and access hatch at the water tank. Costs not to exceed \$27,200.

Upon motion duly made by Director Wasiecko, seconded by Director Thomas and upon vote, the Board approved item #2. Staff recommended that consideration of item #1 be delayed following the executive session discussion.

REPORTS

Hughes & Stuart – Melanie Goetz reviewed the Board's discussion on how to circulate the Conservation Order to all the Cottonwood Customers.

Development Update – A map was provided for the Board with no changes from last month.

Dashboard Report – The Dashboard was provided for review. There were no Board questions.

Legal Report – Carolyn Steffl contacted the SDA regarding trash services and the next legislative session. She will attend the SDA legislative committee meeting and provided a draft letter to the SDA committee with the legal report. There is no formal position from the SDA but it was recommended to have a democratic sponsor in addition to Kim Ransom's support for the bill.

EXECUTIVE SESSION

Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, the Board moved into an executive session pursuant to C.R.S. 24-6-402 (4)(b) & (e) for the purposes of conference with an attorney for the District for the purpose of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators related to the proposed reconversion for the JWPP and contracts and negotiations with ACWWA related thereto.

The session was recorded.

The Board moved out of executive session at 9:18pm and provided the following direction to staff;

1. Staff is to look into drafting a question for the November ballot related to General Obligation Bond
2. Staff is to deliver a letter signed by the Board President responding to the funding offer from ACWWA
3. Legal counsel is to work with ACWWA legal counsel to draft the second amendment to the IGA with ACWWA and to produce a loan agreement

Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, the Board unanimously approved action item #1 listed above for design costs of 2 new RO Skids not to exceed \$10,000.

ADJOURNMENT Upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for August 17, 2018, beginning at 6:30p.m. at 8334 Sandreed Circle.

Date: August 16, 2018
READ AND APPROVED BY THE BOARD:

William C Thomas, Secretary