

RECORD OF PROCEEDINGS

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

September 20, 2018

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

ATTENDEES

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

Upon motion duly made, seconded and upon vote, the Board unanimously excused Director Dillon.

THE AGENDA

The Board considered the proposed agenda. Upon motion duly made by Director Thomas, seconded by Director Wasiecko and upon vote, unanimously carried, the agenda was adopted as presented.

PUBLIC COMMENT

There was no public present.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held August 16, 2018; authorization for staff to implement disconnect procedures on accounts listed on the delinquent list dated September 17, 2018, approval of check number 20296 from the Wells Fargo account to close the account, checks 20584 through 20628 from Colorado State Bank 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 Wasiecko, and upon vote, unanimously carried, the Consent Agenda was approved.

DIRECTOR ITEMS

There were no director's items.

BOARD MEMBER APPOINTMENT

Director Kasaris initiated discussion regarding the candidate interviews. Director Wasiecko and staff also attended both interviews. Following Board discussion and upon motion duly made by Director Thomas, seconded by Director Wasiecko, and upon vote, the Board unanimously appointed Mr. Nathan Bandaries to the vacant position. Staff was asked to contact both candidates and send a formal letter to Mr. Bandaries.

MANAGERS REPORT

Luis Tovar reviewed items in the manager's report. Luis updated the Board on the progress with the BTS. Currently CH2 and District staff are working through the permitting process with SEMSWA. The CDPHE has approved in-plant modifications and dewatering. GEI has provided a

proposal to continue monitoring the selenium in the creek. It was also recommended by Dave Akers and Gabe Racz, District Water Quality Consultants, to include chlorides, sulfates and hardness in the testing to establish a baseline as there is a chance the CDPHE may change these limits in the near future. Luis proposed that the costs be shared with ACWWA according to the operating shares and requested approval contingent upon ACWWA participation.

Luis informed the Board that the contractor for the Jordan Road sewer repairs did not include critical items for the project which then increased the project costs to \$93,000. This project will be rebid for competitive pricing.

The EPA is revising the draft ASR permit for Meridian to remove terms and conditions that pertain to oil and hazardous materials. The second draft does not need to go through the public hearing process again. We are waiting for the EPA to circulate the second draft.

Luis provided some slides for review of the additional WISE supply available through the County Option. Douglas County reserved a portion of WISE water for rural users. About 1,137 acre feet of water is being offered to WISE participants from the County at a cost of \$1,890 acre feet. Luis suggested that the District request 50 acre feet of this supply and reviewed how the District could utilize the supply. Following Board discussion, staff was directed to provide further information as it is available.

ACTION ITEMS

Luis Tovar and Randy Warren reviewed the Action Items below.

1. SEMSWA – JWPP GESC Collateral –refundable, 10% of project costs, \$4,964.80
2. SEMSWA – JWPP GESC Permit fees for \$2,620
3. SEMSWA – JWPP System Dev Fees - \$1,634.14
4. SEMSWA – JWPP Floodplain Permit fees - \$315
5. GEI Consultants – Water Quality Monitoring- \$110,800, cost proposal to share with ACWWA 1/3 to 2/3 according to operating agreement.
6. Crown Point Non-Potable Line Connection – Change Order – C&L provided an itemized cost of removing debris found during the trench work to connect the line in the amount of \$39,602.
7. Crown Point Non-Potable Line – Construction Services – MMRE is requesting additional funds of \$5,000 for unanticipated time spent related to assisting the contractor in locating line.
8. Effluent Line to Chambers – MMRE proposes to update the design plans for the line connection, acquire easements and provide a cost estimate for construction in the amount of \$5,000.

Upon motion duly made by Director Thomas, seconded by Director Wasiecko and upon vote, the Board approved items 1-4 and 6-8.

Upon motion duly made by Director Wasiecko, seconded by Director Kasaris, and upon vote, the Board approved item #5 for GEI contingent upon ACWWA participation in costs.

REPORTS

Hughes & Stuart – Melanie had nothing to report.

Financial Report – Randy reviewed the District's financial position. He requested Board approval on pre-authorization for payment of utility invoices to IREA, Xcel, and Century Link.

Upon motion duly made by Director Wasiecko, seconded by Director Thomas and upon vote, the Board unanimously approved the pre-authorization of payment for utility vendors.

Randy provided a letter for review and signature by the Board for closure of the Wells Fargo account. Director Kasaris signed the letter and staff will submit to the bank.

Randy reviewed the payment requirements related to BTS Construction. Payment transfers will be initiated from the separate ColoTrust account by staff following review and approval.

The preliminary budget for 2019 was provided for review and discussion.

Development Update – Randy reviewed the current development in the District.

Operations Report – Randy provided the report for review.

Legal Report – Carolyn provided an update on the finalization of the JWPP/BTS agreements.

ADJOURNMENT Upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for October 18, 2018, beginning at 6:30p.m. at 8334 Sandreed Circle.

Date: October 18, 2018
READ AND APPROVED BY THE BOARD:

William C. Thomas