

RECORD OF PROCEEDINGS

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

October 20, 2020

at 6:30 p.m. at

188 Inverness Drive West, Suite 150,
Englewood, Colorado 80112

This meeting was also offered at <https://zoom.us>

Meeting ID 856 5566 4647

Meeting Password 807184 Phone (346) 248-7799

ATTENDEES

Directors present: Bill Thomas and Linda Dillon, Steve Wasiecko and Josh Stewart attended via electronic device;

Others present: Randy Warren, Toby Austin and Luis Tovar, Mulhern MRE, Inc; Kelly Conover with Mulhern MRE, Inc. attended via electronic device;

Carolyn Steffl; Moses, Wittemyer, Harrison, and Woodruff, P.C. attended via electronic device.

Public Present: Cottonwood resident, Simone Aiken of 8983 Cloverleaf Circle.

THE AGENDA

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

PUBLIC COMMENT

Ms. Aiken stated she primarily wanted to observe and had no comments.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held September 15, 2020 and October 5, 2020; approval of checks 21501 through 21548 listed on the revised check register provided at the meeting, ratification of auto-payments to Xcel Energy and Century Link, authorization of disconnects, and disclosure of potential conflicts of interest.

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

DIRECTOR ITEMS

Director Thomas presented a Resolution of Service for Director Bandaries. Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, the Board unanimously approved the Resolution.

DISCUSSION REGARDING COMMUNITY TRASH SURVEY

There was Board discussion regarding the memo provided in the packet summarizing current survey results and public comments. The Board discussed option for placing the service on the next ballot in 2020. Carolyn will research ability to refer a ballot question to the voters.

The Board also discussed some of the comments toward the District going for the lowest bidder placing the residents in a situation where they have sub-par services. Through the RFP process, the District has the ability to choose the best contractor, which is not always the lowest bidder.

Discussion continued about the possibility of the service being voluntary but residents would have to agree for a year of service. This could create an administrative burden on the District and the contractor of tracking residents' participation.

Director Thomas suggested the District wait until the next meeting and see what results are at the end of Oct.

MANAGER'S REPORT

Luis Tovar reviewed items in the Manager's Report. He mentioned a successful meeting with Parker Water to discuss options and infrastructure needed to get water supply into the RHR with CCPWA water. The District would also need to provide plan on how to get it out as well. Parker Water will no longer trade effluent water from the WWTP.

Luis discussed Well D-1 redrill with contractor costs under negotiation. Further discussion will be under executive session.

The meter replacement/upgrade project had the bid opening today. Staff will complete due diligence and anticipates having a discussion or recommendation at the next meeting.

ACTION ITEMS

Randy Warren reviewed the action items requested below;

1. District Billing/Customer Service – Mulhern MRE requests a contract increase for **\$6,000** for additional time spent following up on collections during COVID.
2. JWPP Start Up Management – Mulhern MRE requests a contract increase of **\$20,000** to monitor and manage the start up project completion.

3. Meter Upgrade Project – Phase I – Mulhern MRE requests a contract for time spent on compiling information for contractors and the bid process. **\$17,500**
4. District Well Fencing – Commercial Fence has provided proposals for 3 more well houses with deteriorating fences for **\$7,954**.

Upon motion duly made by Director Thomas, seconded by Director Dillon and upon vote, the Board unanimously approved the action items listed above.

REPORTS

Dashboard – Randy reviewed the dashboard report with the Board. Precipitation is still below previous year’s average. There was no Board action.

Legal Report – Carolyn has been working with staff on the JWPP Design Build Agreement Amendment.

EXECUTIVE SESSION

Upon motion duly made by Director Thomas, seconded by Director Dillon, and upon vote, the Board unanimously moved into executive session pursuant to C.R.S. 24-6-402(4)(b) and 4(e) for 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 concerning the Well D-1 redrill.

Upon motion duly made, seconded and upon vote, the Board unanimously moved out of executive session. There was no Board direction or action.

ADJOURNMENT

Upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for November 17, 2020 beginning at 6:30 p.m. to be held at the District Management Office at 188 Inverness Drive West, Suite 150, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____ November 17, 2020
