

RECORD OF PROCEEDINGS

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

February 16, 2017

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

ATTENDEES Directors present: Bill Thomas, Alyssa Kasaris, Susan Romani and Steve Wasiecko. Others present: Randy Warren, Luis Tovar, Brian Wilkerson, and Kelly Conover, Mulhern MRE, Inc.; Carolyn Steffl, Moses, Wittemyer, Harrison, and Woodruff, P.C.; Melanie Goetz, Hughes & Stuart. Upon motion duly made, and seconded, the Board unanimously excused Director Perez.

CONFLICT of INTEREST Upon motion duly made, seconded and unanimously carried, the statements for the Directors filed with the State of Colorado, Division of Local Governments were ratified.

THE AGENDA The Board considered the proposed agenda. Randy Warren added a discussion of the financial reports provided in the packet, and approval of the Highlands Booster Pump station contractor, the drain line at the Highlands Booster Pump station and ratification of the CH2 contract of 60% design of the JWPP and BTS. Upon motion duly made by Director Thomas, seconded by Director Romani and upon vote, the Board unanimously approved the revision to the agenda.

CONSENT AGENDA The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held January 19, 2017, approval of checks numbered 19452 through 19491 listed on the check register provided in the Board packet, and authorization for staff to implement disconnection procedures on accounts listed on the delinquent list dated February 10, 2017. Upon motion duly made by Director Thomas, seconded by Director Romani and upon vote, the Board unanimously approved the Consent Agenda.

DIRECTOR ITEMS Director Kasaris reported to the Board on a positive encounter/discussion with a Cottonwood Customer regarding the activities and responsibilities of the District.

PUBLIC COMMENT
There was no public present.

CONSIDER CONTRACT REVISION TO CWCBLAN
Randy Warren reviewed the request from the Colorado Water Conservation Board to approve an amendment to the Loan Agreement related to the WISE Project. Actual construction costs for the ECCV Pipeline have been evaluated and were below the amount of the original loan therefore reducing the total loan for the participants. Upon motion

duly made by Director Wasiecko, seconded by Director Thomas and upon vote, the Board unanimously approved the Amendment for Board signature.

CONSIDER SEWER EASEMENT WITH ACWWA

Carolyn Steffl discussed the easement request to the District by a developer to the south of the Joint Water Purification Plant. The easement agreements provide ACWWA ability to install a sewer line to service the development through both the JWPP land jointly owned by Cottonwood and ACWWA and the adjacent land owned by Cottonwood. The developer would then convey the easement to ACWWA for maintenance and ownership of the line. Upon motion duly made by Director Wasiecko, seconded by Director Thomas and upon vote, the Board unanimously approved the easement agreements in substantially the form presented with finalization of language by legal staff.

MANAGER'S REPORT

Luis Tovar reviewed the items in the Manager's Report and addressed questions from the Board. The Board discussed the annual lead and copper testing. Board asked staff to research how a homeowner can test their own water if not on the annual list.

ACTION ITEMS

Randy reviewed the Action Items listed below:

- A. Well D-2 Rehabilitation** – The District has received 3 proposals for work related to Phase I of the well rehab. Applied Ingenuity was the lowest bid at \$57,410.
- B. Sewer Video & Jetting** – Dale's Environmental Services has provided pricing for video and jetting of the sewer system on the west side of Cherry Creek at a cost of \$0.80 per linear foot. This amounts to approximately \$50,400 for 63,000 feet of pipeline.
- C. Well House Piping Modifications** – Each well house requires modifications to the piping layout to accommodate for a chemical feed for the sequestering agent. Excel Pump has provided a cost of \$16,225 to complete these modifications.
- D. Well House Static Mixers** – As part of the sequestering agent addition to each well house, static mixers are necessary to provide the chemical reaction required to improve water quality. The cost to equip each well house is \$17,450.
- E. Water Quality Specialist** – CH2M recommends amending the scope of work under the current contract with the District to include a water distribution specialist to audit the water system operations. The current contract has funding available to incorporate the change in scope therefore no additional funds are needed at this time.
- F. Well House Metering** – In an effort to provide accuracy of the well house meters, staff recommends upgrading and replacing the current meters due

to the age. The cost provided by Browns Hill for 5 meters including installation is \$16,991.

- G. Highlands Booster Pump Station** – IREA has provided a cost of \$43,255 to supply the electrical connection for the Booster Pump Station.
- H. Lead and Copper Testing** – Previously the Board approved a credit of \$20 on a customer account to encourage participation in the sampling required by the State.
- I. CWCB Loan Contract Amendment** – The CWCB Loan related to the ECCV Pipeline costs has been reduced due to a change in the contribution in costs by the participants.
- J. Highlands Booster Pump Station – Contractor Selection** – The District received bids for the project on February 14th. Burns and MacDonald have reviewed them and recommend Glacier Construction as the General Contractor. Their costs are listed at \$706,400.
- K. JWPP 60% Design Drawings** – The Board was previously polled via email on approval of CH2 completing the 60% Design Drawings for modifications to the JWPP and BTS. The cost of service is \$176,522. Please ratify this expenditure.
- L. Sewer Line Connection – American West** - The District wants to complete the portion of sewer main line that would run through the Highlands Booster Pump Station tract prior to construction. American West has provided a cost to complete the work for \$17,286.

Upon motion duly made by Director Wasiecko, seconded by Director Thomas, and upon vote, the Board unanimously approved the above expenditures in the amount of \$925,417.

REPORTS

Hughes & Stuart – Melanie Goetz reviewed public relations with the Board. She provided a handout showing her posts on NextDoor Cottonwood and the website regarding hot water heater maintenance.

Legal Report – Carolyn Steffl discussed that staff and counsel are working with ACWWA on an amendment to the JWPP Operation Agreement from 2014. Carolyn recommended the Board enter into an executive session as stated in the agenda for further discussion.

Financial Report – Randy Warren reviewed the financial statements provided in the Board packet.

EXECUTIVE SESSION

Upon motion duly made by Director Thomas, seconded by Director Romani, and upon vote, the Board unanimously moved into executive session at 7:20pm pursuant to C.R.S. 24-6-402(4)(e) on determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators on matters related to the First Amendment to the JWPP Operations Agreement. The session was recorded.

The Board exited the executive session at 7:57pm. The Board provided direction to staff and legal counsel to continue negotiations with ACWWA as discussed in session.

ADJOURNMENT Upon motion duly made, seconded and unanimously carried the meeting was adjourned at 7:58pm. The next regular meeting is scheduled for March 16, 2017, beginning at 6:30p.m. to be held at 8334 Sandreed Circle, Parker, CO 80134

Date: 4/20/2017
READ AND APPROVED BY THE BOARD:

