

RECORD OF PROCEEDINGS

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

September 21, 2017

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

**ATTENDEES**

Directors present: Bill Thomas, Alyssa Kasaris 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. Public present: Linda Dillon from 17651 Junegrass Place.

Upon motion duly made, seconded and upon vote unanimously carried, the Board 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. Upon motion duly made, seconded and unanimously carried, the agenda was adopted.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held August 17, 2017, approval of checks numbered 19829 through 19873 listed on the check register, the auto bill payment to Xcel Energy in the amount of \$41.54 on August 23, 2017, ratification of Director payments on August 21, 2017 and authorization for staff to implement disconnect procedures on accounts listed on the delinquent list dated September 19, 2017. Upon motion duly made by Director Thomas, seconded by Director Wasiecko and upon vote, unanimously carried, the Consent Agenda was approved.

**PUBLIC COMMENT**

There was no public comments.

**DIRECTOR ITEMS**

Director Thomas informed the Board that he is working on his proposal for rental of the District Meeting House and would have further information at the October meeting.

Director Wasiecko discussed the conservation rebates available to District customers. He mentioned outdoor irrigation conservation efforts with rain gauges, rotary sprinkler heads etc. The Board asked staff to research options.

**CONSIDER BOARD MEMBER APPOINTMENT**

Ms. Linda Dillon provided an application for the Director position that was previously provided to the Board.

Upon motion duly made by Director Thomas, seconded by Director Wasiecko, and upon vote, the Board unanimously appointed Linda Dillon to the vacant Director position on the Board.

**BOARD OFFICERS**

The Board of Directors currently has the Office of Treasurer vacant. Director Thomas volunteered to assume the duties of Treasurer. Upon motion duly made by Director Wasiecko, seconded by Director Kasaris and upon vote, Director Thomas was unanimously appointed to the position of Treasurer.

**CONSIDER REVISED BOOSTER PUMP STATION REIMBURSEMENT AGREEMENTS WITH COMPARK LAND COMPANY**

Carolyn Steffl and Randy Warren reviewed the changes to the previously approved agreement that were requested by the Compark Land Company. Compark asked to defer payment of the amount owed toward their proportionate costs of the booster pump station. The amount owed, plus interest, would be paid at the closing of the sale of the last piece of the property or by November 30, 2020 whichever comes first.

Following Board discussion and upon motion duly made by Director Thomas, seconded by Director Wasiecko, and upon vote, the Board unanimously approved the agreement.

**CONSIDER REVISED BOOSTER PUMP STATION REIMBURSEMENT AGREEMENTS WITH CARLSON ET AL.**

Carolyn Steffl and Randy Warren reviewed the revisions to the agreement with Carlson et al. The owners requested that the payment toward their proportionate costs of the booster pump station be delayed on 2 lots that are not being developed. The payment, plus interest, was deferred from 2020 to November 30, 2021.

Following Board discussion and upon motion duly made by Director Thomas, seconded by Director Wasiecko, and upon vote, the Board unanimously approved the agreement.

**CONSIDER AMENDED RESOLUTION REGARDING VACATION OF EASEMENT FOR COMPARK VILLAGE**

Carolyn Steffl reviewed the need for the developer to amend an easement vacation previously approved by the Board due to the change in the lot and easement size. This easement still provides for the District to maintain their ability to access the water line serving the development.

Following discussion and upon motion duly made by Director Thomas, seconded by Director Kasaris, and upon vote, the Board unanimously approved the Resolution vacating the easement.

## **CONSIDER RESOLUTION VACATING EASEMENTS IN CHERRYWOOD COMMERCIAL**

Upon motion duly made by Director Thomas, seconded by Director Kasaris, and upon vote, the Board unanimously approved the Resolution vacating the easement.

## **JWPP RECONVERSION PROJECT UPDATE**

Luis Tovar updated the Board on the status meeting with CH2M. Staff is waiting on the status of the membrane testing.

Staff recommends a work session prior to the October meeting to discuss options and where the District stands financially. Director Kasaris voiced her concern with the costs of retesting and the increased costs for changes to the proposal and scope of work. She firmly stands by the innovative thinking and the project but questions the costs. The Board agreed to find a time for a work session and requested staff organize prior to the October board meeting.

## **MANAGERS REPORT**

Luis Tovar reviewed the items in the Manager's Report including; the District is one of 2 providers using WISE Water. The lead and copper samplings have been submitted to the lab for testing. Results will be sent from the lab to the CDPHE. Staff is looking at the feasibility of converting the Crown Point irrigation system from the potable system to the non-potable, which would free up that potable supply for residential use. The Booster pump station has been delivered.

## **ACTION ITEMS**

Luis Tovar reviewed the Action Items.

1. **WISE Local Connection** – MMRE requests additional funds to cover staff costs related to completion of the WISE Connection. \$8,500
2. **Snowberry Water Line** – The project was bid on Tuesday. The lowest bid was from L & M Underground for \$235,130. Staff requests Board approval of the expenditure pending a bid tabulation by staff.

Upon motion duly made by Director Wasiecko, seconded by Director Thomas and upon vote, the Board unanimously approved the items listed in the amount of \$243,630.

## **REPORTS**

**Legal Report** – Carolyn Steffl let the board report stand as presented. She provided a summary of the services that her office provides the District related to water rights and court cases to inform the new board member, Director Dillon.

**Hughes & Stuart** – Melanie Goetz will bring information to the next Board meeting on the 'Garden in a Box' project and will make changes to the website regarding the water conservation efforts as discussed previously. Melanie will also contact the Xpress Car Wash in Crown Point for interest in a coupon on the website.

**Development Report** – Randy Warren reviewed the development report.

**Operations Report** – Randy Warren reviewed the operations report.

**ADJOURNMENT** Upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for October 19, 2017, beginning at 6:30p.m. at 8334 Sandreed Circle.

Date: \_\_\_\_\_

*10/19/2017*

READ AND APPROVED BY THE BOARD:

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Adam Perez, Secretary