

RECORD OF PROCEEDINGS

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

June 15, 2021

at 6:30 p.m. at 8334 Sandreed Circle, Parker, CO 80134

This meeting was available to the public at <https://zoom.us>

Meeting ID: 811 1743 3549 Meeting Passcode: 878895 Phone (346) 248-7799

ATTENDEES

Directors present: Bill Thomas Linda Dillon and Josh Stewart attended in person. Steve Wasiecko attended via electronic device.

Others present: Luis Tovar, Toby Austin, and Kelly Conover, Mulhern MRE, Inc; and Carolyn Steffl; Moses, Wittemyer, Harrison, and Woodruff, P.C. attended in person.

Kyle Logan with Logan and Associates attended via electronic device.

THE AGENDA

The Board considered the proposed agenda. The Board amended the agenda to discuss the 2020 Draft Financial Audit following the public comment period. Upon motion duly made by Director Thomas, seconded by Director Stewart and upon vote, the amended agenda was adopted.

PUBLIC COMMENT

There was no public present.

CONSIDER APPROVAL OF THE 2020 DRAFT FINANCIAL AUDIT REPORT

Kyle Logan presented the District's audit report prepared by his firm and he addressed Board questions.

Upon motion duly made by Director Thomas, seconded by Director Stewart and upon vote, the Board unanimously approved the 2020 Financial Audit Report and directed staff to file with the State.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the regular meeting held May 18, 2021; approval of checks numbered 21788 through 21822, listed on the revised check register provided at the meeting; ratification of auto-payments to Xcel Energy, Century Link, BOK and Payroll Specialists; authorization of disconnect list dated June 15, 2021; and disclosure of potential conflicts of interest.

Director Dillon asked about the status of delinquent accounts versus status pre-COVID. Customer service staff has been diligent in contacting customers with accounts that are delinquent throughout the process, making payment arrangements and providing contact information to seek assistance. Customers are generally grateful and work toward clearing their balance. Any service disconnects were/are usually related to vacant homes.

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

DIRECTOR ITEMS There were no Director's items for discussion.

CONSIDER APPROVAL OF RESOLUTION APPROVING PUBLICATION AND FILING OF NOTICE OF INTENT TO TAKE CERTAIN ACTIONS PURSUANT TO SECTION 32-1-207(3)(b) C.R.S. IN CONNECTION WITH COLLECTION AND TRANSPORTATION OF SOLID WASTE, INCLUDING RESIDENTIAL WASTE SERVICES

Carolyn Steffl reviewed the notice provided in the packet with the Board. She noted the changes made compared to the previous version discussed at the May 18 meeting.

Director Thomas noted there was no reference to recycling services and asked to have that specified prior to publication.

Upon motion duly made by Director Thomas, seconded by Director Stewart and upon vote, the Board unanimously approved the Resolution Approving the Publication and Filing of the notice with the inclusion of recycling services as noted by Director Thomas. Carolyn will revise the notice and staff will forward to the County for their feedback. Once in final form, staff will submit publication to the Douglas County News Press and the Board of County Commissioners.

MANAGER'S REPORT

Luis reviewed the Manager's Report dated June 15, 2021. This included updates regarding the JWPP sampling schedule, the request from GEI to continue data collection, the status of ASR wells, Well D-1R redrill and the applications for federal funding.

Staff discussed with the Board the concerns received by Cottonwood residents near the well redrill project. The District Engineer and a structural engineer with HRS met on site with a homeowner and we expect a report of the HRS findings for confirmation.

Luis prepared a draft memo on the District's financial capabilities for funding a drought supply for the District. He requested the Board consider a work session to review in further detail. The Board set a special meeting date for June 26 at 9:00 am.

ACTION ITEMS

The Board considered the below action items for approval;

1. Water Quality Sampling – GEI Consultants has provided a new scope of work and cost for water quality sampling at the JWPP for the upcoming year, May 2021 – June 2022 for \$68,200.00
2. Snowberry Sewer Meter – In-Kind replacement of wastewater flow meter – \$10,019.60

Upon motion duly made by Director Thomas, seconded by Director Stewart and upon vote, the Board unanimously approved the above expenditures for \$78,219.60.

REPORTS

Dashboard – Toby Austin reviewed the Dashboard comparing use monthly and year to date. The Board discussed the irrigation use for the Crown Point HOA being high. Staff is in contact with a member of management. There was no board action.

Legal Report – Carolyn was available for questions or discussion on the legal report provided in the Board packet.

ADJOURNMENT

Upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next meeting is scheduled for June 26, 2021 beginning at 9:00 a.m. to be held at the District Meeting House at 8334 Sandreed Circle, Parker, CO.

READ AND APPROVED BY THE BOARD:

Date: 7/20/2021

