

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD February 20, 2013

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, February 20, 2013 at 8:00 a.m. at the Roxborough Water and Sanitation District's offices located at, 6222 N. Roxborough Park Road, Littleton, Colorado 80125. Notice of the meeting was duly posted in at least three locations within the boundaries of the District, as required by State law.

Attendance: **Directors:** Dave Bane
 Dave Thomas
 Tim Moore
 John Dillon
 Dave Heldt
 Consultants: Ted Snailum, TWS Financial, Inc.
 Alan Pogue, Esq. Icenogle, Seaver, Pogue
 Bill Goetz, TST Infrastructure, LLC
 RWSD Employees: Larry Moore
 Vickie Nolen
 Mike Marcum
 Cindy Taylor
 Joanne Cleveland
 Guest: Esty Atlas, Hughes and Stuart
 Carlene Harris, Hands Across Roxborough
 Jack McCormick, Plum Valley Heights
 Garry Brauer, Plum Valley Heights
 Elizabeth Sheflin, Plum Valley Heights
 Jim Sturrock, Plum Valley Heights

Call to Order: The meeting was called to order by Dave Bane, President of the Board. It was also established that a quorum was in attendance and there are no conflicts of interest disclosed.

PUBLIC COMMENT:

There was no public comment.

CONSENT AGENDA: Upon a motion by Director Thomas and second by Director Dillon, the Board approved the Consent Agenda, which consisted of:

1. Ratify Payroll for January 31, 2013 and February 15, 2013
2. Approve Payment of Claims- checks #54016-54034
3. Ratify Payments since January 16, 2013 – checks #53975-54015
4. Approve Minutes of the January 16, 2013 Meeting and February 6, 2013 Special Meeting

GENERAL MANAGER'S REPORT:

LSI Retail II and Land Securities Investment: Mr. Moore informed the Board that Alan Fishman, who owns the Roxborough Marketplace, PA-13 and 23 lots in Chatfield Farms Estates, has filed for Chapter 11 Bankruptcy Protection. Alan Pogue will monitor this situation and attend the creditor's meeting on the District's behalf.

Emergency Interconnect with Denver Water: Mr. Moore updated the Board on the progress regarding building the emergency interconnects. The connection points on Denver Water's pipelines have been established and the easements are being prepared by Alan Pogue's office.

CWCB Loan: Mr. Moore presented to the Board a letter from the CWCB Board of Directors approving unanimously the District's loan request. The loan request will now go through the legislative process.

Chatfield Reallocation: Mr. Moore presented to the Board a letter that he prepared and sent to the CWCB regarding the District's offer to sell our shares in the Chatfield Reallocation Storage Project.

LEGAL ISSUES: Alan Pogue gave the status report to the Board.

OPERATIONS: Mike Marcum gave the Board an overview of work done in the District, at the Plants, and in the Field.

ENGINEERING: Mr. Goetz presented the engineering status report and discussed the rainfall/water treatment report.

FINANCIAL: Mr. Snailum presented the January 2013 Financial Statement to the Board. Upon a motion by Director Heldt, second by Director Dillon and unanimous vote the Board accepted the January 2013 Financial Statement.

ADMINISTRATIVE:

Monthly Customer Summary: Ms. Taylor reviewed the Monthly Customer Summary with the Board. Since we have started the rebate program, January 1, 2008, we have rebated \$57,655.11.

ACTION ITEMS:

Rules and Regulations Part II: The Board reviewed the updates to the Rules and Regulations, Part II. Upon a motion by Director Thomas, a second by Director Moore and an unanimous vote the Board approved the corrections, additions and deletions reflected in the updated Rules and Regulations, Part II, as presented.

Hands Across Roxborough: Carlene Harris who is the Director of Hands Across Roxborough made a presentation to the Board outlining what this organization does and requesting help from Roxborough Water and Sanitation District in the form of public messaging which would allow for donations to be made to Hands Across Roxborough to help pay water and sewer bills for those that are in financial need. After much discussion the Board gave staff direction to pursue adding Hands Across Roxborough to the Roxborough website, roxwater.org, allowing a link so that customers could be made aware of this organization and make donations.

Plum Valley Heights Inclusion Hearing: Dave Bane opened the public hearing for the Plum Valley Heights Inclusion. As there was no public comment the hearing was closed. After discussion the board upon a motion by Director Thomas, second by Director Moore and unanimous vote agreed to Resolution No. 13-02-01 approving the Inclusion of Real Property Into the District. Mr. Pogue will finalize the inclusion and record the documents at which time these 28 lots that are a part of Plum Valley Heights will become a part of the District.

2013 Rates: The Board upon a motion by Director Heldt, second by Director Thomas and unanimous vote agreed to increase the rates as follows:

- The Water Plant Construction Fund will be eliminated and that \$10.00 fee will be added to the new line item Water Supply and Plant Construction fee of \$17.00 for a total of \$27.00. This line item will go toward a new water treatment facility and paying for the water purchase with Aurora Water.
- The water rates will remain the same:
 - 0-20,000 gallons \$5.06
 - 20-40,000 gallons \$6.54
 - 40,000 + gallons \$11.85

- All sewer rates will remain the same at this time.
- Availability Rates will increase as set forth in the Rules and Regulations.
- The 2013 System Development Charge will increase from \$37,158 to \$37,342. This minor increase is a result of the calculation worksheet used to determine the System Development Charge.
- These increases become effective on February 25, 2013 which will be reflected on the March 2013 statements.
- Bill Goetz, TST Infrastructure, will analyze the existing commercial rates for both Water and Sewer. He will provide a report with recommendations for the Board's consideration at its March Board Meeting.

ADJOURN: Being no further business, a motion was made by John Dillon and seconded by Tim Moore to adjourn the meeting at 10:25 a.m. The motion passed.

Respectfully Submitted,


Secretary for the Meeting