

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JANUARY 19, 2011

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, January 19, 2011 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:	Phil Scott, Director	John Dillon, Director
	Dave Thomas, Director	Dave Bane, Director
	Tim Moore, Director (by phone)	Amy Funderburg, TWS Financial, Inc.
	Larry Moore, RWSD	Alan Pogue, Esq.
	Vickie Nolen, RWSD	Bill Goetz, TST Infrastructure
	Mike Marcum, RWSD	Cindy Taylor, RWSD
	Joanne Cleveland, RWSD	Greg Liptak, Roxborough Resident
	Trudy Nelson, RPF	Esty Atlas, Hughes Stuart
	Melanie Goetz, Hughes Stuart	Steve Howell, RWSD

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

PUBLIC COMMENT:

Greg Liptak addressed the Board regarding when the Board will start communicating with the Roxborough homeowners as to rate increases related to the IGA with Aurora. It was agreed that those communications will not happen until we have gone through the process of to determine funding options to develop a plan which will require considerable time and research.

AMEND AGENDA: At this point in the meeting Larry Moore asked the Board to consider amending the Agenda to consider working with Carlson Water Management regarding water conservation. Upon a motion and unanimous vote it was agreed to amend the agenda.

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

1. Approve Minutes of the December 6, 2010 Special Meeting
2. Ratify Payroll for December 15, 2010, December 31, 2010 and January 15, 2011
3. Approve Payment of Claims- checks #52553-52564
4. Ratify Payments since December 6, 2010 – checks #52447-52552
5. Pump Station Improvements
 - i. Approve Pay App #2 to Aslan Construction, Inc.

REGULAR AGENDA:

GENERAL MANAGER'S REPORT:

Aurora: Mr. Moore informed the Board that the signed IGA is in the process of being recorded and Aurora will provide us an original when complete. Bill Goetz, Alan Pogue and Mr. Moore have met with Arrowhead Golf Course and Roxborough Village regarding how the IGA relates to them. Both entities will require more time to research their options and have their decision making people

review. Also, Mr. Moore informed the Board that he has a meeting scheduled with Mike Brode who is with the Colorado Water Resource and Power Development Authority (CWRPDA) to discuss our financial needs for this project. They will analyze our financial situation and rates and give us an idea if they can help us as we proceed.

SMWSA: Mr. Moore informed the Board that the SMWSA is still working on the Wise Partnership IGA. They have discovered some potential issues with storing Denver and Aurora's water in the Rueter-Hess Reservoir. These issues have to do with water rights and environmental issues.

Chatfield Reallocation: Mr. Moore presented to the Board our options as to whether or not we should proceed with being a part of Chatfield Reallocation since we now have the IGA with Aurora. After much discussion the Board agreed to pay their dues for 2011 but that no other monies should be spent for this project.

Douglas County Regional Conservation Plan: Mr. Moore informed the Board that the Plan was not completed in time to make the Board Packets so we delayed the presentation and consideration of adoption until the February meeting.

Work Sessions: Mr. Moore informed the Board that we need to schedule some work sessions for the upcoming months regarding the Master Plan and Rates. A Master Plan work session was scheduled for February 9th at 8:00 a.m., a Rate Concepts Work Session was scheduled for March 9th at 8:00 a.m. and a Rates Work Session was scheduled for April 18th at 8:00 a.m. These meetings will be posted and open to the public.

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: Bill Goetz, TST Infrastructure, presented the engineering report.

FINANCIAL: Mr. Snailum presented the November 2010 Financial Statements and the December 2010 Financial Statements to the Board. Upon a motion, second and unanimous vote the Board accepted the November 2010 and December 2010 Financial Statements.

ADMINISTRATIVE:

Monthly Customer Summary: Mrs. Taylor reviewed the Monthly Customer Summary with the Board. Since we have started the rebate program, January 1, 2008, we have rebated \$43,804.00.

BOARD ACTION ITEMS/UPDATES:

Meadow Ditch Water Rights: Mr. Moore discussed with the Board whether we should try to sell our Meadow Ditch Water Rights since Aurora Water is not interested in these water rights. After discussion a motion was made to sell the Meadow Ditch Water Rights. There was a unanimous vote and the Board instructed Mr. Moore to start the process of selling these water rights.

Hughes & Stuart: Esty Atlas and Melanie Hughes of Hughes & Stuart presented to the Board a marketing plan for RWSD for the year. This marketing plan would be on a retainer basis no matter how much work needed to be done including any emergencies that arise that need Hughes & Stuart to be involved. Upon a motion and second, the vote was 4 yeas and 1 nay from Dave Thomas to hire Hughes & Stuart for the year on a retainer basis.

Pulte Water and Sewer Replacement: Bill Goetz updated the Board on work being done to finish the design of the Pulte project. The Board upon a motion, second and unanimous vote gave Mr. Goetz the approval to proceed with construction on the Pulte Water and Sewer Replacement.

Rebates: The Board discussed the current rebates we have been offering customers which is \$125.00 for a washer and \$125.00 for toilets up to 2 toilets per house. These washer and toilets are EPA approved for low flow appliances. Because the prices have dropped on these appliances a motion was made, seconded and upon a unanimous vote the Board agreed to drop the rebates to \$75.00 for an approved washer and \$50.00 for an approved toilet effective March 16, 2011.

Carlson Water Management: Mr. Moore gave the Board information regarding Carlson Water Management. Carlson does water conservation programs and also applies for grants to help utilities with water conservation. The Board upon a motion, second and unanimous vote instructed Mr. Moore to negotiate with Carlson Water Management to apply for a grant for RWSD.

ADJOURN: Being no further business, a motion was made to adjourn the meeting at 11:15 a.m. Upon a second, the motion passed.

Respectfully Submitted,


Secretary for the Meeting