

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT AND THE BOARD OF DIRECTORS OF THE PLUM VALLEY HEIGHTS SUB-DISTRICT OF ROXBOROUGH WATER AND SANITATION DISTRICT HELD April 15, 2015

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District and the Board of Directors of the Plum Valley Heights Sub-district of Roxborough Water and Sanitation District was held on Wednesday, April 15, 2015 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 and three locations within the boundaries of the sub-district, as required by State law.

Attendance: **Directors:** Dave Bane
 Dave Thomas
 Dave Heldt
 Tim Moore
 Consultants: Bill Goetz, TST Infrastructure, LLC
 Alan Pogue, Esq. Icenogle, Seaver, Pogue
 Ted Snailum, TSW Financial, Inc.
 RWSD Employees: Larry Moore
 Mike Marcum
 Vickie Nolen
 Cindy Taylor
 Joanne Cleveland
 Public: Jack McCormick, PVH resident

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 were no conflicts of interest to disclose.

Absent: There was a motion by Dave Heldt and a second by Dave Thomas and unanimous vote to approve the excused absence of John Dillon.

PUBLIC COMMENT:
 There was no public comment.

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

1. Approve Minutes of the March 18, 2015 Regular Meeting
2. Ratify Payroll for March 31, 2015 and April 15, 2015
3. Approve Payment of Claims- check #55677-55703
4. Ratify Payments since March 18, 2015 – checks #55648-55676
5. Pay App #3 in the amount of \$632,484.35, Waterline relocation

GENERAL MANAGER'S REPORT:

Sterling Ranch/DWSD (D/SR): Mr. Moore informed the Board that we have not yet sent the required notice to D/SR regarding the bid for the new water treatment plant. Mr. Moore indicated that D/SR would be discussed in detail in the action item portion of the meeting and would defer this portion of his report.

Regarding wastewater, RWSD has started working on the wastewater treatment plant to do needed repairs in order to begin testing of a restart of the old plant. We are developing an emergency interconnect plan and construction project. We are also discussing with them the possibility to lease capacity in our existing wastewater interceptor from just west of the Safeway to the WWTP. We have met with the Littleton City Manager regarding these options. D/SR would also need to lease capacity in our lift station and pipeline for this temporary period. D/SR has also started the process of transferring our WWTP Permit to them through CDPHE.

DC/NWDC Water Project: Mr. Moore informed the Board that the Colorado Water Resource and Power Development Authority loan in the amount of \$5.2 Million Dollars was approved on Friday, March 6th by the CWRPDA Board of Directors. Mr. Moore also informed the Board that the CWCB approved a \$950,000 grant for this project. With the \$50,000 we received from the Metro Roundtable we have a total of \$1 Million in grant funds for this project.

Mr. Moore informed the Board that it is obvious from the lack of dialogue from Centennial Water and Sanitation District that they are not interested in being a part of this project.

Mr. Moore received a letter from Jerry Flannery, Highlands Ranch Open Space Manager that informed him that the proposed site for building the tank was on Back Country Open Space and we would have to contact them. Mr. Moore contacted the Manager of the Back Country Home Owner's Associate (BCHOA) and he will be on vacation and not available until the first week of May and their next board meeting will be held on May 21st. Mr. Moore will follow up with them at this time to request access to the open space to perform surveying, soils testing and utility investigations.

LEGAL ISSUES: Alan Pogue gave the status report to the Board. Mr. Pogue also discussed with the Board that staff was meeting with representatives of the Ravenna Metro District at their request to discuss possibilities to eliminate their water treatment plant.

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

ENGINEERING: Mr. Goetz gave the status report to the Board and discussed the rainfall/water treatment report. Mr. Goetz also gave the meeting attendees a 3-D presentation of the Water Treatment Plant design.

FINANCIAL: Mr. Snailum presented the March 2015 RWSD Financial Statements to the Board. .

ADMINISTRATIVE:

Monthly Customer Summary: Ms. Taylor reviewed the Monthly Customer Summary with the Board. Since we started the rebate program, January 1, 2008, we have rebated \$66,180.11.

Director Heldt made a motion to adjourn as the Board of Directors of the Roxborough Water and Sanitation District and convene as the Board of Directors of the Plum Valley Heights Subdivision. Upon a second by Director Moore the motion was unanimously approved.

PLUM VALLEY HEIGHTS SUBDISTRICT:

ACTION ITEMS:

FINANCIAL: Mr. Snailum presented the March 2015 PVH Financial Statements to the Board.

Financial Statements: Upon a motion by Director Thomas, second by Director Heldt and unanimous vote the Board accepted the March 2015 Financial Statement for Plum Valley Heights Subdistrict.

Director Thomas made a motion to adjourn as the Board of Directors of the Plum Valley Heights Subdistrict and reconvene as the Board of Directors of the Roxborough Water and Sanitation District with a second by Director Heldt the motion passed unanimously.

ROXBOROUGH WATER AND SANITATION DISTRICT:

ACTION ITEMS:

Financial Statements: Upon a motion by Director Heldt, second by Director Thomas and unanimous vote the Board accepted the March 2015 Financial Statements for Roxborough Water and Sanitation District.

IGA for WWTP Treatment and Collection Services: Mr. Pogue reviewed with the Board a Service Agreement for Wastewater Treatment Plant Operations between RWSD and DWSD. This Service Agreement sets out the terms and conditions for RWSD to operate the Dominion WWTP (following transfer of the WWTP from RWSD to DWSD) and for RWSD to provide sewer collection service for DWSD. Upon a motion by Director Thomas, a second by Director Heldt, and a unanimous vote the Board approved the IGA for WWTP Treatment and Collection Services for Dominion Water and Sanitation District.

WTP Bids: Mr. Goetz presented to the Board the bid tab which outlined the 5 bids opened at the bid opening on April 2nd. The lowest bid was Garney Construction in the amount of \$28,479,000.00. Upon a motion by Director Moore, a second by Director Thomas and a unanimous vote the Board resolved to award the Water Treatment Plant bid to Garney Construction subject to completion of IGA requirements with Dominion Water and Sanitation District and also after a special meeting to be held on May 13, 2015 to amend the budget and make the supplemental appropriation required for the construction of the 8 MGD Water Plant.

May 13, 2015: The Board upon a motion by Director Thomas, second by Director Moore, and a unanimous vote agreed to a special meeting to be held on Wednesday, May 13, 2015 at 8:00 a.m. This meeting will be posted per state statute. This special meeting will be a budget amendment hearing and supplemental appropriation for 8 MGD Water Plant.

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

Respectfully Submitted,



Secretary for the Meeting