

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JANUARY 20, 2010

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, January 20, 2010 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	Ken Maas, Director
David Bane, Director	Stan Brown, Director
Larry Moore, RWSD	Ted Snailum, TWS Financial
Vickie Nolen, RWSD	Alan Pogue, Esq.
Joanne Cleveland, RWSD	Bill Goetz, TST Infrastructure
Mike Marcum, RWSD	Cindy Taylor, RWSD
Steve Howell, RWSD	Casey Paulson, Alliance Construction Solutions
Linda Goodrich, Resident	Brian Kerschen, Glacier Construction
Dave Thomas, Resident	

Absent: Linda Dillon had an excused absence.

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

1. Approve Minutes of the November 12, 2009 Special Meeting
2. Ratify Payroll for November 15, 2009, November 30, 2009, December 15, 2009, December 31, 2009 and January 15, 2010
3. Approve Payment of Claims- checks #51641-51671
4. Ratify Payments since November 12, 2009 – checks #51516-51640

WATER:

Aurora: Larry Moore informed the Board that he has had a conversation with Lisa Darling of Aurora and she followed up with an e-mail that indicated that Mark Pifher has contacted Denver Water regarding a follow-up meeting between Aurora, Denver and Roxborough. Lisa Darling also said she was instructed by Mr. Pifher to draft a letter which would commit Aurora to provide Roxborough with a water solution and that they plan to present this letter to the Aurora City Council this month.

Chatfield Reallocation: Mr. Moore reported to the Board that the EIS (Environmental Impact Statement) is about 90 – 95% complete. He predicts it could be the second quarter of this year before it is released to the public.

SMWSA: Mr. Moore informed the Board that the SMWSA members are still working toward commitment to the Wise Partnership.

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

Director Term Limits: Mr. Pogue talked to the Board about whether or not they would like to include on the May election ballot eliminating term limits for Board of Directors. It was pointed out that Special District's often have difficulty in attracting property owners willing to serve

on district boards. After some discussion a motion was made, seconded and unanimously agreed upon to call an election to determine community interest in eliminating the term limit requirements for directors. The Board instructed Mr. Pogue's office to post all of the notices regarding this election.

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.

Transition Vault Improvements: Mr. Goetz informed the Board that bids have been received and TST has reviewed the lowest bid and also received references for the company that provided the lowest bid. Upon a motion, second and unanimous vote the Board authorized Larry Moore to sign the Notice of Award to Glacier Construction in the contract amount of \$349,600.00. The Board also authorized Larry Moore to sign the Contracts and the Notice to Proceed after insurance certificates and proper bonds have been received and reviewed.

Mr. Goetz further advised the Board that Velocity, a bidder on the Transition Vault Improvements, had requested that their bid be withdrawn due to a material mistake related to the calculation of certain electrical costs included within the bid. Mr. Goetz and Mr. Pogue advised the Board that pursuant to the bid specifications, the Velocity bid could be withdrawn provided that Mr. Goetz and Mr. Pogue were supplied with information from Velocity that substantiates the mistake in their bid. Mr. Goetz and Mr. Pogue advised the Board that initial information had been received from Velocity, but that further inquiry was necessary before the bid could be formally withdrawn. The Board directed Mr. Goetz and Mr. Pogue to obtain the information they felt necessary to substantiate the requested bid withdrawal and to advise the Board of status at the February meeting.

Lift Station Chemical Building: Mr. Goetz informed the Board that bids have been received and TST has reviewed the lowest bid and also received references for the company that provided the lowest bid. Upon a motion, second and unanimous vote the Board authorized Larry Moore to sign the Notice of Award to Alliance Construction Solutions LLC in the contract amount of \$488,500.00. The Board also authorized Larry Moore to sign the Contracts and the Notice to Proceed after insurance certificates and proper bonds have been received and reviewed.

Zone 2/3 Water Line Loop: Mr. Goetz informed the Board that Belair Excavating started work in November and have completed the pipeline work around the fire station, bored under Rampart Range Road and approximately 50% of the pipeline has been installed.

Zone 2/3 Water Line Loop Pay App #1: The Board upon a motion, second and unanimous vote ratified Pay App #1 to Belair Excavating for work done on the Zone 2/3 Waterline Loop in the amount of \$11,127.43.

Zone 2/3 Water Line Loop Pay App #2: The Board upon a motion, second and unanimous vote approved Pay App #2 to Belair Excavating for work done on the Zone 2/3 Waterline Loop in the amount of \$67,204.69.

Zone 2 and 3 Water Storage Tanks: Mr. Goetz informed the Board that both tanks are complete.

Zone 2 and 3 Water Storage Tanks Pay App #17: The Board upon a motion, second and unanimous vote ratified Pay App #17 to Paramount Construction, Inc. for work done at the Water Storage Tanks in the amount of \$274,375.12.

Zone 2 and 3 Water Storage Tanks Pay App #18: The Board upon a motion, second and unanimous vote approved Pay App #18 to Paramount Construction, Inc. for work done at the Water Storage Tanks in the amount of \$10,106.50. This amount represents final payment and the Board upon a motion, second and unanimous vote instructed Larry Moore to sign the Certificate of Final Acceptance for this project.

Change Order #9: The Board upon a motion, second and unanimous vote approved Change Order #9 which added 7 days to the original completion date, reduced the cost for remaining 2" asphalt overlay of Mossrock Run and 185 linear feet of asphalt curb along Zone 3 tank entrance in the amount of \$13,228.00 and also added cost to expedite asphalt paving and subgrade stabilization for the private drive and Zone 3 tank entrance in the amount of \$6,027.00. This asphalt project will take place in the spring when the weather is more conducive to placement of asphalt.

Lift Station Pumps: Bill Goetz informed the Board that the project to add a third pump in each lift station is complete.

Lift Station Pumps Pay App #4: The Board upon a motion, second and unanimous vote ratified Pay App #4 to Velocity Constructors for work done at the Roxborough Lift Station and Waterton Lift Station in the amount of \$36,937.50.

Lift Station Pumps Pay App #5: The Board upon a motion, second and unanimous vote approved Pay App #5 to Velocity Constructors for work done at the Roxborough Lift Station and Waterton Lift Station in the amount of \$9,896.80. This amount represents final payment and the Board upon a motion, second and unanimous vote instructed Larry Moore to sign the Certificate of Final Acceptance for this project.

Old Ranch Trail Spur: Mr. Goetz informed the Board that the water and sewer lines have been installed and individual water and sewer services and the fire hydrant are fully functional. The remainder of the roadway improvements work will be completed in the spring when the weather allows for paving.

WTP Costs: Mr. Goetz did not have any new information to report.

Village Circle East: Mr. Goetz informed the Board that TST Infrastructure is in the design phase for replacing the water and sewer lines at the North portion of Village Circle East. This project will be done in conjunction with Douglas County's paving project. The District feels that the replacement of these water and sewer lines is necessary because of the damage to pipes because of the soils expansion and will provide cost savings by working with Douglas County.

FINANCIAL: Mr. Snailum presented the December 2009 Financial Statements to the Board. Mr. Snailum advised the Board of a potential IRS interpretation related to compensated elected officials. Mr. Snailum informed the Board that the IRS may require that federal income tax and social security withholdings be made from compensation provided to elected officials. Mr. Pogue stated that this was an area of some conflict under existing state law and the Board directed Mr. Snailum and Mr. Pogue to research the issue in greater depth and report back to the Board mid-year.

ADMINISTRATIVE:

Rate Work Session: Larry Moore discussed with the Board the need to set up our annual work session to review rates and fees. A work session was scheduled for Wednesday, March 3, 2010 at 8:00 a.m. This meeting will be noticed.

Monthly Customer Summary: Mr. Moore reviewed the Monthly Customer Summary with the Board.
Since we have started the rebate program, January 1, 2008, we have rebated \$25,550.00,
221 washer rebates and 23 toilet rebates.

ADJOURN: Being no further business, a motion was made to adjourn the meeting at 10:12 a.m. Upon a second, the motion passed.

Respectfully Submitted,

Secretary for the Meeting

