

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JUNE 16, 2010

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, June 16, 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.

<b>Attendance:</b>	Phil Scott, Director	Dave Bane, Director
	Dave Thomas, Director	Tim Moore, Director
	John Dillon, Director	Ted Snailum, TWS Financial
	Larry Moore, RWSD	Alan Pogue, Esq.
	Vickie Nolen, RWSD	Bill Goetz, TST Infrastructure
	Mike Marcum, RWSD	Cindy Taylor, RWSD
	Joanne Cleveland, RWSD	

**Amend Agenda:** At this point Alan Pogue asked that we amend the agenda to include under Legal the following:

- a. Consider approval of Rangeview Stipulation Regarding Meadow Ditch Water Rights.
- The Board upon a motion, second and unanimous vote agreed to amend the agenda.

**Election:** Alan Pogue informed the Board that Kelly Boyle's resignation had been received and John Dillon had been given the oath of office at the work session held on Tuesday, June 15, 2010.

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

1. Approve Minutes of the May 19, 2010 Regular Meeting
2. Ratify Payroll for May 31, 2010 and June 15, 2010
3. Approve Payment of Claims- checks #52011-52028
4. Ratify Payments since May 19, 2010 – checks #51966-52010
5. Approve May 2010 Financial Statements

### **WATER:**

**Aurora:** Larry Moore informed the Board that Lisa Darling has completed the draft of the Agreement and the Agreement is now being reviewed by the City of Aurora's legal counsel. Ms. Darling hopes to have the reviewed Agreement to Roxborough within the next few weeks. Several of the Board members and RWSD staff reported that they enjoyed the tour of the Peter D. Binney Water Treatment Facility sponsored by the South Metro Water Supply Authority and conducted by the City of Aurora employees.

**SMWSA:** Mr. Moore informed the Board that South Metro continues to negotiate with Denver Water and Aurora to negotiate the short term and long term agreement while completing engineering studies on how the initial WISE Partnership's water can be used. The Board members also received a copy of the 2009 South Metro Water Supply Authority's Annual Report.

**Chatfield Reallocation:** Mr. Moore reported to the Board that the FR/EIS (Feasibility Report/Environmental Impact Statement) is now scheduled to be due out for public comment the end of August. The water provider group is preparing its strategy to convince the State that the entity the water provider groups forms is capable to oversee the mitigation, both environmental and recreational.

**Douglas County Regional Conservation Plan:** Mr. Moore revealed to the Board that the requested information regarding the District's Conservation policies and practices as well as water use history and rates as requested by the County has been completed and delivered to the County's consultants. They will develop the report and present as one to the Colorado Water Conservation Board for acceptance and approval. This process is scheduled to be an 18 month process.

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

**Meadow Ditch:** Alan Pogue asked the Board to consider approval of the Rangeview Stipulation Regarding Meadow Ditch Water Rights. The Meadow Ditch Water Rights are jointly owned by the RWSD (75%) and Rangeview (25%). Mr. Pogue updated the Board on the process through the water courts that initiated this Stipulation. Upon a motion, second and unanimous vote the Board agreed to approve this Stipulation and authorized Steve Jeffers, Esq. to execute this document on behalf of Roxborough Water and Sanitation District.

**Ballot Initiatives:** Mr. Pogue reviewed with the Board the content of Amendment 60, Amendment 61, and Proposition 101, all initiatives placed on the November ballot, and discussed the potential ramifications of passage of any or all of the initiatives on the District.

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

**Consumer Confidence Report:** Mr. Marcum also informed the Board that the 2010 Consumer Confidence Report for calendar year 2009 was mailed to the customers of Roxborough's service area and also a copy was sent to the State as required by statute.

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

**Lift Station Chemical Building:** Mr. Goetz informed the Board that construction of the building structure and finishes are complete. Interior process, mechanical, and electrical installation is mostly complete and facility startup is in progress.

**Lift Station Chemical Building Pay App #4:** The Board upon a motion, second and unanimous vote approved Pay App #4 to Alliance Construction Solutions, LLC for work done on the Lift Station Chemical Building in the amount of \$176,971.91.

**Transition Vault Improvements:** Mr. Goetz informed the Board that construction of the fourth biofilter is complete and modifications to the existing biofilters are currently in progress.

**Transition Vault Pay App #3:** The Board upon a motion, second and unanimous vote approved Pay App #3 to Glacier Construction Company, Inc. for work done at the Transition Vault in the amount of \$79,725.27.

**Change Order #2:** The Board upon a motion, second and unanimous vote approved Change Order #2 to Glacier Construction Company, Inc. which will add \$511.63 due to added cost to provide operation to the Zone 4 Biofilter during construction activities.

**Transition Vault Water Service Line Pay App #2:** The Board upon a motion, second and unanimous vote approved Pay App #2 to C & L Water Solutions for work done at the Transition Vault Water Service Line in the amount of \$3348.85.

**Change Order #2:** The Board upon a motion, second and unanimous vote approved Change Order #2 to C & L Water Solutions which will add \$3525.10 due to added cost to install double check valve and associated vault per Denver Water request.

**Roadway East of West Metro Fire Station:** Larry Moore has been in contact with Douglas County staff regarding three separate easements that the County wants. The County wants one easement for access and two easements for snow storage. Mr. Moore informed the County that they should pursue easements with West Metro.

**Village Circle East:** Mr. Goetz informed the Board that the IGA between Douglas County and RWSD has been approved for signature by the Douglas County Board of Commissioners. Design of the water and sewer replacement drawings is 100% complete and the project has been through the bidding process. Hudick Excavating, Inc. was the low bidder with a bid of \$168,394.50 and has been awarded the contract based on positive reference checks. The Board upon a motion, second and unanimous vote instructed Larry Moore to execute the Notice to Proceed and contracts pending contractor submittal of bonds, insurance and signed contract documents.

**FINANCIAL:** Mr. Snailum presented the May 2010 Financial Statements to the Board. Mr. Snailum also informed the Board that the audit is being finalized and they should receive a draft of the Audit by June 30<sup>th</sup> and the auditors will be at the July 21<sup>st</sup> meeting for final acceptance.

**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 \$34,294.00.

**2010 SDA Conference:** Mr. Moore informed the Board that the SDA Conference is September 22<sup>nd</sup> – 24<sup>th</sup> in Keystone. Mr. Moore encouraged the Board to attend and if they would like to attend they can inform the office staff so we can get hotel reservations as soon as possible.

**ADJOURN:** Being no further business, a motion was made to adjourn the meeting at 9:45 a.m. Upon a second, the motion passed.

Respectfully Submitted,

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Secretary for the Meeting