

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

February 19, 2020

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 Subdistrict was held on February 19, 2020 at 8:00 a.m. at the West Metro Fire and Rescue Community Room located at 6222 N. Roxborough Park Rd, Littleton, Colorado 80125. Notice of the meeting was duly posted at the District's Administrative Offices and on the District's website, as required by State law.

ATTENDANCE: Directors: Ken Maas President
Dave Heldt Vice President
Christine Thomas Asst Secretary
Keith Lehmann Secretary
Phil Scott Treasurer

Consultants: Bill Goetz, TST Infrastructure, LLC
Alan Pogue, Esq., Icenogle Seaver Pogue, P.C.
Ted Snailum, TWS Financial

RWSD Employees: Barbara Biggs
Cindy Taylor
Lucie Taylor
Mike Marcum

Roxborough Village Resident and Board Candidate Rochelle Stevens

CALL TO ORDER: The meeting was called to order at 8:00 a.m. by Director Maas. It was also established that a quorum was in attendance and there were no conflicts of interest to disclose.

PUBLIC: There was no public comment

PLUM VALLEY HEIGHTS SUBDISTRICT:

Upon a motion by Director Heldt, second by Director Scott and unanimous vote, the Board convened as the Board of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District.

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

- A. Approve Minutes of the Plum Valley Heights Subdistrict of Roxborough Water and Sanitation District which is contained in and part of the Roxborough Water and Sanitation District Minutes for the January 19, 2020 Regular Meeting.

GENERAL MANGER'S REPORT: Ms. Biggs provided a report on recent activities in the Plum Valley Heights Subdistrict. A copy of Ms. Biggs' report is attached to these minutes.

FINANCIAL PVH: Mr. Snailum presented the December 31, 2019 Financial Recap for PVH. Upon a motion by Director Heldt, second by Director Thomas and a unanimous vote, the Board accepted the December 31, 2019 Financial Statements for Plum Valley Heights Subdistrict.

BOARD ACTION ITEMS: None

ROXBOROUGH WATER AND SANITATION DISTRICT: Upon a motion by Director Heldt, second by Director Thomas and unanimous vote, the Board convened as the Board of the Roxborough Water and Sanitation District.

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

- A. Approve Minutes of the January 19, 2020 Regular Meeting
- B. Ratify Payrolls for January 31 and February 15, 2020
- C. Ratify Payment of Claims since January 19, 2020 Checks #60043-60048,60050-60082,60085,60089,60093-60094,60096-60101,60104-60105,60114-60116
- D. Approve Payment of Claims-checks#60049,60083-60084,60086-60088,60090-60092,60095,60102-60103-60106-60113,60117-60132

GENERAL MANAGER'S REPORT: Ms. Biggs provided the General Manager's Report. A copy of Ms. Biggs' report is attached to these minutes.

LEGAL: Mr. Pogue presented the Board with new legislation information pertaining to RWSD.

OPERATIONS: Mr. Marcum provided the Operations Report. A copy of Mr. Marcum's report is attached to these minutes.

ENGINEERING: Mr. Goetz gave the engineering status report to the Board and discussed the rainfall/water treatment report. A copy of Mr. Goetz's report is attached to these minutes.

FINANCIAL RWSD: Mr. Snailum presented the December 31, 2019 RWSD Financial Statements to the Board. Upon a motion by Director Heldt, second by Director Scott and unanimous vote the December 31, 2019 RWSD Financial Statements were accepted.

ADMINISTRATIVE:

MONTHLY CUSTOMER SUMMARY: Ms. Cindy Taylor reviewed the Monthly Customer Summary with the Board. Since we started the rebate program January 1, 2008, we have paid rebates totaling \$77,930.00.

BOARD ACTION ITEMS: None

BREAK: The Board took a short break at 9:24 before continuing with the Executive Session.

EXECUTIVE SESSION: Upon a motion by Director Heldt, second by Director Scott and unanimous vote, the Board convened to Executive Session at 9:33 a.m. Pursuant to Section 24-6-402(4)(e)(I), C.R.S. to discuss matters that are subject to negotiation with respect to wastewater system capacity agreements with DWSD to develop a strategy for negotiations, and to instruct negotiators.

For the record, I, Ken Maas, am the presiding officer. This Executive Session is recorded pursuant to the requirements of the Colorado Open Meetings Law. Also, present at this Executive Session are Directors Heldt, Thomas, Lehmann, and Scott, General Manager Biggs and Legal Counsel Pogue. This Executive Session was adjourned at 10:34 a.m. by a motion from Director Heldt and seconded by Director Lehmann, and with unanimous vote. No decisions or actions were taken in the Executive Session.

AJOURN: Upon a motion by Director Heldt, second by Director Lehmann and unanimous vote, the meeting was adjourned at 10:34 a.m.

Respectfully Submitted,


Secretary for the Meeting