

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD June 19, 2013

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, June 19, 2013 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: Directors: Dave Bane
Tim Moore
John Dillon
Dave Thomas
Dave Heldt
Consultants: Ted Snailum, TWS Financial, Inc.
Alan Pogue, Esq. Icenogle, Seaver, Pogue
Bill Goetz, TST Infrastructure, LLC
RWSD Employees: Larry Moore
Vickie Nolen
Mike Marcum
Cindy Taylor
Joanne Cleveland

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 are no conflicts of interest disclosed.

PUBLIC COMMENT:

There was no public comment.

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

1. Ratify Payroll for May 31, 2013 and June 15, 2013
2. Approve Payment of Claims- checks #54283-54294
3. Ratify Payments since May 15, 2013 – checks #54217-54282
4. Approve Minutes of the May 15, 2013 Meeting

GENERAL MANAGER'S REPORT:

CWCB Loan: The CWCB funding bill has been signed by the Governor and Alan Pogue has prepared the Resolution No. 13-06-02 for the Board's approval to obtain the loan from the CWCB. This Resolution will be discussed under Board Action Items. We will continue to strategize regarding the optimal time to take the loan funds and how that relates to paying the City of Aurora.

Plum Valley Heights: Pat Mulhern, Mulhern MRE, is working directly with Plum Valley Heights and continues to work with Plum Valley Heights to help them secure the financing necessary to build their infrastructure. Mulhern's recommendation will be for RWSD to form a sub-district for PVH. This would require the RWSD Board to adopt a resolution forming the sub-district. Alan Pogue has prepared a memorandum explaining the process, procedures, estimated cost and schedule for a sub-district.

Chatfield Reallocation: We received no response from the downstream users so now a letter will be sent to all participants stating that we have had no interest from either the upstream or downstream users; therefore we will offer opportunities to any potential outside parties that may have interest.

Sterling Ranch/DWSD: Mr. Moore continues to work with the Sterling Ranch/Dominion group regarding their possible participation in our Water Treatment Plant. Mr. Moore has related to the Sterling Ranch/Dominion group that the design process for RWSD will begin in July so time is of the essence to obtain an IGA and a clear vision of the participation Sterling/Dominion will have in the building of the WTP.

LEGAL ISSUES: Alan Pogue gave the status report to the Board. Land Securities Investors have a contract to sell 25 lots to an outside builder and have agreed to pay all Availability of Service Charges if we would provide a will serve letter.

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

ENGINEERING: Mr. Goetz presented the engineering status report and discussed the rainfall/water treatment report.

FINANCIAL: Mr. Snailum presented the May 2013 Financial Statement to the Board. Upon a motion by Director Thomas, second by Director Heldt and unanimous vote the Board accepted the May 2013 Financial Statement.

ADMINISTRATIVE:

Monthly Customer Summary: Ms. Taylor reviewed the Monthly Customer Summary with the Board. Since we have started the rebate program, January 1, 2008, we have rebated \$59,305.11.

ACTION ITEMS:

Denver Water Interconnect Pay App #1: The Board upon a motion, second and unanimous vote approved Pay App #1 to T. Lowell Construction, Inc. for work done on the Denver Water Interconnect in the amount of \$45,814.70. All future pay requests will be part of the consent agenda as the project and cost have already been approved by the Board.

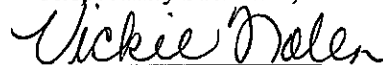
CWCB Loan: Alan Pogue presented to the Board, Resolution 13-06-02 approving a loan between the State of Colorado and Roxborough Water and Sanitation District for the purpose of financing the District's acquisition of a permanent raw water supply; authorizing the form and execution of a loan agreement and a promissory note securing repayment of the loan and providing for payment of the promissory note from the imposition of water system user rates and charges. Upon a motion by Director Thomas, a second by Director Heldt and a unanimous vote the Resolution was approved and becomes a part of these minutes.

District Fact Sheet: A second draft of the RWSD Fact Sheet was presented to the Board and staff for review. A few minor changes and additions will be made to the Fact Sheet before posting on the web site and making available to the public.

Actiflow Pilot Study: Upon a motion by Director Dillon, and a second by Director Moore the Board agreed to enter into an agreement with Kruger, Inc. for a pilot test on the ActiFlow System for the new Water Treatment Plant. The pilot test will cost the District approximately \$40,000 but not to exceed \$50,000 which amount will be credited to the District if the District purchases the ActiFlow System. This pilot test will take place in and around August. The Board instructed Larry Moore to sign the agreement with Kruger, Inc.

ADJOURN: Being no further business, a motion was made by John Dillon and seconded by Tim Moore to adjourn the meeting at 9:55 a.m. The motion passed.

Respectfully Submitted,



Secretary for the Meeting