

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 May 21, 2014

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, May 21, 2014 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. Because there was no Plum Valley Heights Subdistrict business to be conducted at this meeting notices of cancelling the meeting for Plum Valley Heights Subdistrict were posted in three locations within the boundaries of the Subdistrict as required by State law.

Attendance: Directors: Dave Bane
Dave Thomas
John Dillon
Tim Moore
Consultants: Bill Goetz, TST Infrastructure, LLC
Alan Pogue, Esq. Icenogle, Seaver, Pogue
Ted Snailum, TWS Financial
RWSD Employees: Larry Moore
Mike Marcum
Vickie Nolen
Cindy Taylor
Joanne Cleveland
Guests: Jack McCormick, PVH resident
Esty Atlas, Hughes and Stuart

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 Thomas and a second by John Dillon and unanimous vote to approve the excused absence of Dave Heldt.

PUBLIC COMMENT:
There was no public comment.

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

1. Approve Minutes of the April 16, 2014 Regular Meeting
2. Ratify Payroll for April 30, 2014 and May 15, 2014
2. Approve Payment of Claims- checks #55012-55024
3. Ratify Payments since April 16, 2014 – checks #54956-55011

Oath of Office: Dave Thomas, John Dillon and Tim Moore individually took the Oaths of Office and were dutifully sworn in as directors of the Roxborough Water and Sanitation District.

GENERAL MANAGER'S REPORT:

Sterling Ranch/DWSD (D/SR): Mr. Moore informed the Board that we have received payment from D/SR for the

first invoices submitted under the Design IGA. We also have a signed IGA Term Sheet with D/SR that we will consider ratifying under action items. Also D/SR's sketch plan was approved on Monday, May 19th by the Douglas County Planning Commission.

Douglas County: Mr. Moore informed the Board that we continue to move slowly along working with Douglas County and Aurora Water. Douglas County has hired TST Infrastructure to do some cost projections and analysis to provide infrastructure to the four existing communities with an additional option to complete a loop to provide service to an additional 300 EQR.

Regional Wastewater Interceptor Pipeline: Larry Moore and Alan Pogue have begun the process of transferring ownership of the Interceptor portion of the Regional Wastewater Pipeline to Littleton. We are working on the details in preparing the easements/licenses for transfer to Littleton.

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

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.

FINANCIAL: Mr. Snailum presented the April 2014 Financial Statements to the Board. Upon a motion by Director Thomas, second by Director Dillon and unanimous vote the Board accepted the April Financial Statements.

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 \$64,105.11.

ACTION ITEMS:

WTP IGA with D/SR: Mr. Moore and Mr. Pogue presented to the Board a Term Sheet IGA with D/SR that has been prepared for our signature. Upon of motion by Director Dillon, seconded by Director Thomas and unanimous vote the Board ratified the IGA Term Sheet.

ADJOURN: Being no further business, a motion was made by Director Thomas and seconded by Director Moore to adjourn the meeting at 9:52 a.m. The motion passed.

Respectfully Submitted,


Secretary for the Meeting