

# RECORD OF PROCEEDINGS

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## 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 August 20, 2014

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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, August 20, 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.

**Attendance:** Directors: Dave Bane  
Dave Thomas  
John Dillon  
Dave Heldt  
Tim Moore  
Consultants: Bill Goetz, TST Infrastructure, LLC  
Alan Pogue, Esq. Icenogle, Seaver, Pogue  
Ted Snailum, TSW Financial, Inc.  
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.

### PUBLIC COMMENT:

There was no public comment.

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

1. Approve Minutes of the July 16, 2014 Regular Meeting
2. Ratify Payroll for July 31, 2014 and August 15, 2014
3. Approve Payment of Claims-
4. Ratify Payments since July 16, 2014 – checks #55149-55201

### GENERAL MANAGER'S REPORT:

**Sterling Ranch/DWSD (D/SR):** Mr. Moore informed the Board that we have finalized the IGA. Mr. Moore discussed the Rate Exhibit that he and Bill Goetz developed which is based on a similar philosophy that we have developed for our existing customers. We continue to work with D/SR on the needed easements for the Aurora pipeline relocation and the replacement of the transmission line. We also have been in discussions with D/SR about ways to provide construction water to them once they start moving dirt and also water for fire flow for their visitor center on a temporary basis.

**Douglas County:** Mr. Moore informed the Board that the IGA with Douglas County for Water Treatment Services

has been completed and we will discuss in more detail during Action Items. Larry also discussed with the Board some of the loan options that would be available for this project. Mr. Moore also informed the Board that the IGA with the City of Aurora will be going before the City Council in Executive Session on August 25<sup>th</sup>. The Douglas County Board of County Commissioners will consider the IGA at the work session on August 26<sup>th</sup>.

**WTP Design:** Mr. Moore informed the Board that he has met with Marshall Brown, City of Aurora, and discussed with him the possibilities of receiving financial assistance from them regarding the relocation of the Aurora pipeline and the replacement of the transmission line. Mr. Brown agreed that Aurora would contribute about \$185,000 to the project. Mr. Goetz updated the Board on the status of the design of the 4 and 8 MGD designs.

**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 July 2014 Financial Statements to the Board. Upon a motion by Director Thomas, second by Director Moore and unanimous vote the Board accepted the July 2014 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 \$64,905.11.

**SDA Conference:** Mr. Moore reminded the Board that the 2014 SDA Conference is September 10<sup>th</sup> – 12<sup>th</sup> in Keystone this year. If they plan on attending they need to let us know as soon as possible so we can register them.

**Personnel:** Mr. Moore presented to the Board a fitness program that he would like to institute for the employees of RWSD. The Board instructed Mr. Moore to go forward with this fitness program.

**ACTION ITEMS:**

**Reschedule Public Hearing on Resolution to Include Property to District Boundary:** The Board upon a motion by Director Moore, a second by Director Heldt and a unanimous vote directed Alan Pogue, Esq. to prepare a Resolution to be approved at the September 17, 2014 Regular Meeting declaring an election regarding the inclusion of Chatfield Acres, Chatfield East and Titan Industrial Park, expanding the Plum Valley Sub-district, increasing the mill levy to cover debt, and other Tabor questions.

**IGA with Douglas County:** Mr. Pogue and General Manager Moore presented the IGA with Douglas County which would provide the remaining funding for Chatfield East, Chatfield Acres, Plum Valley Heights and Titan Industrial Park. After some discussion regarding the financial aspects of this IGA a motion was made by Director Moore, seconded by Director Heldt and upon a unanimous vote the Board approved the IGA with Douglas County.

**IGA with Aurora:** Mr. Pogue presented the IGA with Aurora that would provide 150 acre feet of water to serve the residents of Chatfield East, Chatfield Acres and Titan Industrial Park. Upon a motion by Director Thomas, second by Director Dillon and a unanimous vote the Board approved the IGA with Aurora.

**ADJOURN:** Being no further business, a motion was made by Director Thomas and seconded by Director Moore to adjourn the meeting at 10:25 a.m. The motion passed.

Respectfully Submitted,

  
Secretary for the Meeting