

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JULY 20, 2011

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, July 20, 2011 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:	Phil Scott, Director	John Dillon, Director
	Dave Thomas, Director	Dave Bane, Director
	Tim Moore, Director	Ted Snailum, TWS Financial, Inc.
	Larry Moore, RWSD	Alan Pogue, Esq.
	Vickie Nolen, RWSD	Bill Goetz, TST Infrastructure
	Cindy Taylor, RWSD	Robbi Casey, Colo State Bank & Trust
	Greg Liptak, Resident	Don Yowell, RPF General Manager
	Melanie Goetz, Hughes & Stuart	Esty Atlas, Hughes & Stuart

Call to Order: The meeting was called to order by Phil Scott, President of the Board. It was also established that a quorum was in attendance and there are no conflicts of interest disclosed.

PUBLIC COMMENT:

Greg Liptak asked the Board about details related to the Aurora Water deal and Arrowhead. Mr. Moore informed Mr. Liptak that we would be discussing each of those items in the reports that have been submitted.

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

1. Approve Minutes of the June 15, 2011 Regular Meeting
2. Ratify Payroll for June 30, 2011 and July 15, 2011
3. Approve Payment of Claims- checks #52936-52944
4. Ratify Payments since June 15, 2011 – checks #52876-52935
5. Pump Station Improvements
 - i. Approve Pay App #3 to Redline Pipeline

REGULAR AGENDA:

GENERAL MANAGER'S REPORT:

Aurora: Mr. Moore informed the Board that Lynn Marie Mallery, Sr VP and General Counsel for Eagle Golf has contacted us to inform us they would continue pursuing other avenues for paying the tap fee and will let us know later in the summer how many acre feet of water they will want allocated to Arrowhead Golf Course. Mr. Pogue has had conversations with Ernie Fazekas, attorney for Roxborough Village. All parties have agreed that they would like to revise the existing agreement between RWSD and RVMD outlining the water tap fee amount purchased for use by the Roxborough Village. Mr. Pogue indicated he would have a draft agreement by the August board meeting.

Denver Water: Bill Goetz told the Board that he is in communication with Denver Water and they are trying to get a meeting set up as soon as possible.

Chatfield Reallocation: Mr. Moore informed the Board that there have been no new developments.

Meadow Ditch Water: Larry Moore and Alan Pogue shared with the Board that Steve Jeffers has provided a draft letter to accompany contract information and forms of easements as described in the letter. We have also received the appraisal that has been prepared by Tom Williamson. They board reviewed the letter and appraisal and instructed Larry Moore to move forward with distributing these documents to prospective buyers.

Sterling Ranch/Dominion: Mr. Moore and Mr. Thomas informed the Board that they met with Harold Smethills regarding Sterling Ranch's current development status, their situation with Southwest Water and their future plans for the Wastewater Treatment Plant.

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

FINANCIAL: Mr. Snailum presented the June 2011 Financial Statements to the Board. Upon a motion, second and unanimous vote the Board accepted the June 2011 Financial Statements.

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 \$50,255.11.

Hughes & Stuart: Melanie Goetz and Esty Atlas presented the Public Outreach Report for June, 2011 provided by Hughes & Stuart. The report provides information regarding press releases/correspondence, events, website, miscellaneous and specialty items, and a cost comparison of Hughes & Stuart's work hourly versus retainer. They also gave an update on the Rewards Program that was kicked off in June. The objective of the rewards card is to accumulate customer e-mail addresses for our data base that will allow us to send out bills by e-mail and also for mass communication needs that might arise. The report also gives the District an overview of traffic to our website.

BOARD ACTION ITEMS/UPDATES:

Aurora Water Purchase Action Plan: Ted Snailum presented to the Board a couple of scenarios that showed worst case plans to pay Aurora the tap fee for water. The two scenarios differed only in the amount of reserves the Board would want to keep on hand, either one million or five million. Based on the two scenarios the cost per household or equivalent residential unit ranges between \$9.00 and \$17.00 per month. Mr. Snailum also went over a Debt Service Fund recap that illustrates that the Debt Service Fund is currently generating excess revenue beyond what is required to service the existing debt. Therefore, there is adequate revenue to service a short term loan to repay the Water Fund the money it loaned to the Sewer Fund to complete the Regional Wastewater Pipeline Project. Mr. Snailum also reviewed with the Board the Aurora Water Supply Fact sheet which completes the conceptual financing plan for payment of the Aurora Water Supply. The exercise showed if the Board wanted to go to the voters and ask for authorization to increase the Sewer Debt and with an affirmative vote the payment could be made without an increase of the debt service mill levy rate of 8.5 mills to the District's customers. The Board directed staff to continue to analyze the options and present a proposed ballot question at the August board meeting.

General Letter to the Public: The Board reviewed and approved a letter to the District's customers to be signed by Phil Scott which explains conceptually where the District is with regards to paying Aurora for the permanent water supply.

ADJOURN: Being no further business, a motion was made to adjourn the meeting at 11:15 a.m. Upon a second, the motion passed.

Respectfully Submitted,


Secretary for the Meeting