

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ROXBOROUGH WATER AND SANITATION DISTRICT HELD JUNE 15, 2011

A regular meeting of the Board of Directors of the Roxborough Water and Sanitation District was held on Wednesday, June 15, 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 (by phone) 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
Jason Adams, Poysti & Adams James McRae, Poysti & Adams

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:

There was no public comment.

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

1. Approve Minutes of the May 12, 2011 Work Session and the May 18, 2011 Regular Meeting
2. Ratify Payroll for May 31, 2011 and June 15, 2011
3. Approve Payment of Claims- checks #52832-52875
4. Ratify Payments since May 18, 2011 – checks #52821-52831
5. Pump Station Improvements
 - i. Approve Pay App #7 to Aslan Construction, Inc.
 - ii. Approve Change Order #1 to Redline Pipeline
 - iii. Approve Pay App #2 to Redline Pipeline

REGULAR AGENDA:

GENERAL MANAGER'S REPORT:

Aurora: Mr. Moore informed the Board that he has not heard back from the Arrowhead Representatives regarding any decisions they have made regarding purchase of water from Aurora for the golf course. After discussion the Board instructed Mr. Moore to write a letter to American Golf giving them a deadline of July 1, 2011 to respond to us regarding the purchase of water for the golf course.

RVMD: Roxborough Village has indicated that they wish to purchase 45 acre feet. Alan Pogue will work with the RVMD's attorney to amend our existing IGA to provide for the tap fee to Aurora for the 45 acre feet.

Denver Water: Bill Goetz informed the Board that he had a phone conversation with Mary Hodnott, Denver Water. They talked about Roxborough's water storage and also the transmission line from the water treatment plant to the distribution lines. Mary said she didn't see any big issues since we

have increased our storage tanks and also our transmission line can be repaired without taking customers out of service. Mr. Moore then informed the Board that he received a phone message from Ms. Hodnott and she informed him that Dave Little, Denver Water, and Patty Wells, General Counsel for Denver Water, took our proposal to the Denver Water Board and the Board gave them permission to continue working with us to figure out how this process would really work and to expect a call in the near future for a meeting to discuss details.

SMWSA: Mr. Moore told the Board that there has been no new progress to report.

Chatfield Reallocation: Mr. Moore informed the Board that the draft EIS is in Omaha at the Corps of Engineers being reviewed. They expect the draft to be available to the public in August and we should expect public meetings after that.

Meadow Ditch Water: Larry Moore and Alan Pogue shared with the Board that they had met with Steve Jeffers, RWSD's water attorney, Tom Williamson, Mitch Chambers and Bill Goetz. Tom Williamson is preparing an appraisal and Steve Jeffers and Alan Pogue are preparing a request for offers letter to be distributed to prospective buyers.

Sterling Ranch/Dominion: Mr. Pogue informed the Board that a lawsuit has been filed against Sterling Ranch by some homeowners in the Chatfield East subdivision which is holding up the finalization of their zoning.

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

OPERATIONS: Larry Moore 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 May 2011 Financial Statements to the Board. Upon a motion, second and unanimous vote the Board accepted the May 2011 Financial Statements.

AUDIT: Jason Adams and James Rae of Poysti and Adams presented the 2010 Audit to the Board for their review. They gave a general overview of the Audit resulting in a finding of a clean audit with no exceptions. Upon a motion, second and unanimous vote the Board accepted the 2010 Audit. The Board directed staff to distribute and file the accepted 2010 Audit with the appropriate institutions after they have completed their review.

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 \$49,410.13.

Hughes & Stuart: Mr. Moore presented the Public Outreach Report for May, 2011 provided by Hughes & Stuart. The report provides information regarding press releases/correspondence, events, website, miscellaneous and specialty items. They also gave a report on the Rewards Program that is being kicked off this month. 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:

ADJOURN: Being no further business, a motion was made to adjourn the meeting at 9:50 a.m. Upon a second, the motion passed.

Respectfully Submitted,


Secretary for the Meeting