

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 July 20, 2016

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, July 20, 2016 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 Thomas	President
	Tim Moore	Vice President
	John Dillon	Secretary/Treasurer
	Dave Heldt	Assistant Secretary
	Ken Maas	Assistant Secretary

Consultants:

- Bill Goetz, TST Infrastructure, LLC
- Alan Pogue, Esq. Icenogle Seaver Pogue
- Ted Snailum, TWS Financial, Inc.
- Lisa Darling, South Platte Program Mgr, Aurora Water
- Jason Adams, Poysti and Adams
- Samuel Krites, Poysti and Adams

RWSD Employees:

- Larry Moore
- Mike Marcum
- Cindy Taylor
- Joanne Cleveland

Public:

- Gary Bauer- PVH Resident
- Kim Seter- Ravenna Legal Counsel
- Kevin Collins- Ravenna Resident
- Bill Airy, Ravenna Board
- John Fredericks, Ravenna Board
- Mike Drawe, Ravenna Board
- Dale Schossow, Ravenna Resident
- Nick Schossow, Ravenna Sales

Call to Order: The meeting was called to order at 8:02 a.m. by Dave Thomas, 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: No public comment

PLUM VALLEY HEIGHTS SUBDISTRICT:

General Manager Report: NWDC Water Project: Mr. Moore reported that the District has received the FONSI (Finding of No Significance) from CDPHE and the letter approval for the Amended PER (Preliminary Engineering Report). The contractor KR Swerfeger is working on bonds, insurance, submittals and plans to begin construction in early August

Approval of Minutes: Upon a motion by Director Heldt, second by Director Moore and unanimous vote, the Board approved the minutes of the July 8, 2016 Special Meeting.

Financial Statements: Mr. Snailum presented the May 31, 2016 Financial Statements. Upon a motion by Director Heldt, second by Director Moore and unanimous vote the Board accepted the May, 2016 Financial Statement for Plum Valley Heights Subdistrict.

Director Heldt made a motion to adjourn as the Board of Directors of the Plum Valley Heights Subdistrict and reconvene as the Board of Directors of the Roxborough Water and Sanitation District with a second by Director Maas the motion passed unanimously.

ROXBOROUGH WATER AND SANITATION DISTRICT:

2015 Audit: Jason Adams and Samuel Krites of Poysti and Adams presented the 2015 Audit to the Board which contained financial information for both Roxborough Water and Sanitation District and Plum Valley Heights Subdistrict.

Consider approval of 2015 Audit: With a motion from Director Heldt, second by Director Moore, and unanimous vote, the 2015 Audit was approved.

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

- A. Approve Minutes of the June 15, 2016 Regular Meeting
- B. Ratify Payrolls June 30 and July 15, 2016
- C. Ratify Payment of Claims since June 15, 2016: checks #56649-56656,56659,56662,56666,56670,56673,56675-56684,56686,56694,56697
- D. Approve Payment of Claims- checks #56657-56658,56660-56661,56663-56665,56667-56669,56671-56672, 56674,56685,56687-56693,56695-56696,56698-56723
- E. Approve Pay App #12 RWSD 8.0 MGD WTP- Garney Construction for \$1,067,190.14.
Approve Change Order #4 for a deduct of \$14,823.52. Approve Change Order A #1 for the Transmission Pipeline.

Ravenna Public Hearing: Director Thomas opened the Public Hearing for consideration of Inclusion for Ravenna and call for an election. Alan Pogue noted that notice of the Public Hearing was mailed to all Ravenna Property Owners and was noticed in the Douglas County News Press. Kevin Collins and Nick Shasso from Ravenna's sales department did a presentation regarding the water and sewer needs and development of Ravenna. They asked the Board to consider inclusion of Ravenna into the Roxborough Water and Sanitation District. After no additional comments the Public Hearing for Ravenna was closed.

Executive Session: The Board convened an Executive Session pursuant to Section 24-6-402 (4)(b), C.R.S., to discuss the potential inclusion of the Ravenna development to RWSD and to receive legal advice on the same from general legal counsel.
Following the Executive Session Director Thomas asked all Board members if any action was taken in the Executive Session or if any discussion was had in the Executive Session beyond the scope of the Executive Session to please state such objection for the record.
No objections were stated.

GENERAL MANAGER'S REPORT:

Sterling Ranch/DWSD (D/SR): Mr. Moore updated the Board on the following items:

- Emergency Interconnect: No Change. Still waiting for Mortenson to begin however, they have installed all of the GESC controls.
- Operations: Mike Marcum has the old WWTP just about ready for start up again. Mike is doing a great job for Dominion.
- Potable water connection to the existing WTP: Mortenson encountered a hawk nesting in one of the trees at the WTP and will have to wait until early August to complete the connection to RWSD's Transmission Line.

Conveyance of Gravity Interceptor to Littleton: Littleton in in flux as they suddenly parted ways with their City Manager and The City Attorney took personal leave. We have let them know our concern and they have brought in an attorney from outside for assistance. Their Public Works Director is acting City Manager and has reached out to me for a couple week extension to work through their issues.

Ravenna: The Ravenna items were previously discussed so no report was necessary

LEGAL ISSUES: Alan Pogue had nothing to report at this time. All legal issues were handled under the Action Items portion of the agenda.

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

ENGINEERING: Bill Goetz gave the status report to the Board and discussed the rainfall/water treatment report.

FINANCIAL: Mr. Snailum presented May 31, 2016 RWSD Financial Statements to the Board. Upon a motion by Director Moore, second by Director Heldt and unanimous vote the May, 2016 RWSD Financial Statements were accepted.

ADMINISTRATIVE:

Monthly Customer Summary: Ms. Taylor reviewed the Monthly Customer Summary with the Board. Since we started the rebate program January 1, 2008 we have rebated \$69,005.11.

ACTION ITEMS:

Resolution 16-07-04: With a motion from Director Heldt, a second by Director Moore and unanimous vote, Resolution 16-07-04 proposing the inclusion of certain real property in the Ravenna subdivision into the boundaries of the Roxborough Water and Sanitation District was approved.

Resolution 16-07-05: With a motion from Director Heldt, a second by Director Moore and a unanimous vote, Resolution 16-07-05 calling a Special Election to be held on November 8, 2016 for purposes of obtaining voter approval to include Ravenna Property into the boundaries of the Roxborough Water and Sanitation District was approved.

Historical Society: Linda Goodrich asked the Board to support the protection and preservation of the Silicated Brick Company Lime Kiln, which the Board agreed to do. Larry Moore was directed to send a letter of support on behalf of the District.

ADJOURN: Being no further business, a motion was made by Director Dillon and seconded by Director Moore to adjourn the meeting at 11:54 a.m. The motion passed.

Respectfully Submitted,


Secretary for the Meeting