

# RECORD OF PROCEEDINGS

---

## CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

### REGULAR MEETING OF THE BOARD OF DIRECTORS

AUGUST 16, 2018

The regular meeting of the Board of Directors of the Cherry Creek Valley Water and Sanitation District was held at the District Offices, 2325 S. Wabash Street, Arapahoe County, Colorado, at 7:00 p.m. on August 16, 2018.

#### PRESENT

Paul Hanley – Chairman  
Mark Lampert – Vice Chairman  
William MacPhee – Secretary/Treasurer  
Bradley Rastall – Director

#### OTHERS PRESENT

John Warford – Manager  
Lisa Glenn – Office Manager/Accountant  
Darryl Farrington – Semple, Farrington & Everall, P.C.  
Rich Levin – Owner of the Piper Inn  
Jed Levin – The Piper Inn  
Robert Wickam – Sewer Contractor for the Piper Inn

#### ABSENT

Frederick Norman - Director

Chairman Hanley called the meeting to order at 7:02 p.m.

The Board unanimously approved the amended agenda to allow for representatives of the Piper Inn to speak about their grease trap after the public comment period.

The Board unanimously approved the consent agenda approving the July 19, 2018 minutes, the July 2018 financial report, and July 2018 payment of bills.

Chairman Hanley opened the meeting for public comment at 7:04 p.m. There were no members of the public present; therefore, the public comment period was closed at 7:04 p.m.

The District's Rules and Regulations require all Class 1 facilities to install an exterior 1,500 gallon grease trap. One of the concerns of interior grease traps is that the District must get permission to inspect the interceptor inside the place of business. Rich Levin, owner of the

## RECORD OF PROCEEDINGS

---

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON AUGUST 16, 2018, CONTINUED

Piper Inn, requested a variance on installation of an exterior 1,500 gallon grease trap for their business. Mr. Levin and his sewer contractor, Mr. Wickam, requested to install an indoor grease interceptor in the basement of the establishment. Mr. Wickam prepared some calculations of water flow used in this smaller establishment compared to other larger restaurants in the area. He said the flow rate, based on the size of the fixtures in the establishment, shows that a grease interceptor of 150 gallons would be sufficient. The sewer line leaves the building in the basement approximately 3.5 feet above the floor. The indoor interceptor could be installed above this level, suspended from the ceiling of the basement. The establishment does prepare fried food, but they dump the used oil and grease in a container that is cleaned by an outside service about every three weeks. The dishes are washed by hand in a three-compartment sink. There is no automatic dishwasher or garbage disposal. The sewer service line has never been tv'd. Jed Levin proposed to video the sewer service line before any variance is issued and the indoor interceptor is installed and on a regular basis thereafter. Vice Chairman Lampert said one of our maintenance people would need to be present at the time of the video inspection if the Board is to consider the results of the video inspection in making its decision whether to grant the variance. The District has a contract with Metro Wastewater and the wastewater going to their plant must be as free of grease as possible. The Board and District must protect the District's lines and residents by trying to prevent sewer back-ups. Chairman Hanley stated that if a variance of any kind is granted, it may be revoked at any time if there is a problem with grease build up. The Board will discuss this matter later and gather more information. Mr. Levin, his son and Mr. Wickam thanked the Board and left the meeting at 7:32 pm.

Chairman Hanley said the election of officers will be deferred to next month.

The Board unanimously excused Director Norman's absence.

Mr. Hein presented his engineering report:

- Developer Project Updates – Dayton Street Townhomes and Falling Water water lines are complete and have been tested. The sewer lines are complete but testing still needs to be done. Popeye's meter tap sizing has been approved. Merrick is waiting on easement documents and final plans with South Metro Fire's stamp. Iliff Ave. Townhomes water and sewer plans have been approved. The preconstruction meeting for Solera took place last week and they will begin construction soon.
- High Line Canal Underpass project at Parker and Mississippi – The District continues to work with HDR and Denver Water on relocating the District's 6" main in Parker Rd. A draft easement was sent to the Galilee Baptist Church for their review. Mrs. Glenn

## RECORD OF PROCEEDINGS

---

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON AUGUST 16, 2018, CONTINUED

received an email today from the Church stating they are okay with the easement. Merrick will prepare the final document for their signature.

- Non-Potable Meter Vault – The water lines outside the non-potable meter vault are moving possibly due to soil settling. Merrick will work with the District to get this repaired. Mr. Warford estimated the cost to be approximately \$20,000.
- Water and Sewer Notes Revision – Revised water and sewer notes for the District's rules and regulations and inclusion on developer plans were provided to the Board for approval. The Board unanimously voted to approve the revised water and sewer notes.

Next on the agenda was the Manager's report from Mr. Warford:

- Investments – Bernstein provided a Q&A regarding asset safety at Bernstein. The Board feels comfortable with Bernstein's asset safety. Morgan Stanley cannot provide any recommendations on where to move the investments. The Board discussed comfort level of diversifying funds. After the recession in 2008 treasuries were not performing as well and the Board decided to move some funds to Bernstein to invest in municipal bonds. Secretary Treasurer MacPhee said the District has had favorable performance with Bernstein. Chairman Hanley is concerned with the amount of bank fees Wells Fargo charges with the high balance the District has in the account. Chairman Hanley said Bernstein can set up transfers for our larger bills so the balance in the Wells Fargo checking account will be lower. Chairman Hanley will coordinate with ANB Bank on a checking account and other accounts/investments to offset bank fees while Vice Chairman Lampert will coordinate with Key Bank for the same. Vice Chairman Lampert said Key Bank offers a sweep account that earns interest and is swept each day into the checking account as needed. At Manager Warford's suggestion, the Board unanimously voted to move \$15 million from Morgan Stanley to Bernstein. The Board directed staff to get Bernstein's fee schedule.
- Panorama Park Water Association and Quebec & Colorado Development – The Board decided last month to proceed with the process to include both Panorama Park Water Association and the proposed new development at Quebec & Colorado in the District. District legal counsel Darryl Farrington has provided comments to Denver Water on the first draft of a total service agreement for those areas. District staff and Mr. Farrington will meet to discuss those comments with Denver Water on August 20<sup>th</sup>.
- High Line Canal Underpass project at Parker and Mississippi – The Galilee Baptist Church has agreed to sign the easement agreement for the new loop going to S Quebec Wy in their private roadway. Merrick will prepare the final document for the Church's signature and Mrs. Glenn will get the title commitment.

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON AUGUST 16, 2018, CONTINUED

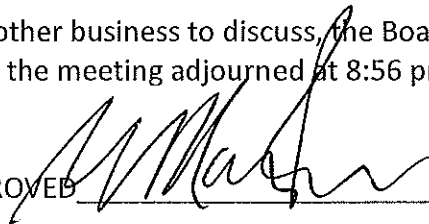
- Slow the Flow Water Conservation Program – This program was successful for single family residents but not for commercial or multi-family projects. The Board directed District staff to target the multi-family customers more next and have maintenance staff speak with their contacts at multi-family account locations.
- Iliff Parcel Appraisal for Arapahoe County Trailhead – The District had an appraisal done for the property that fronts Iliff for sale to Arapahoe County for a trailhead. The appraised value is \$421,000. Arapahoe County has not sent over the appraisal they had done yet.
- Tiered Rates – The Board reviewed the three years of average monthly usage data for the District to possibly establish tiers. Yearly revenue could be calculated based on those tiers. Manager Warford said that when tiered rates are adopted, usage usually drops and creates a reduction in revenue. The District is not required to have tiered rates. Vice Chairman Lampert said the District tries to keep rates low for residents but promotes conservation. Director Rastall said that when Merrick presented its tiered rate study, Ron Mclaughlin stated that it's hard to predict if the tiered rates will be successful or not. The outcome probably would not be known for a couple of years. Mr. Farrington said most people use the water they need to keep their grass healthy regardless of what tiers they fall into. The Board decided to defer the tiered rate discussion for a later meeting. Chairman Hanley would like to promote conservation with the multi-family accounts by sending out letters to the highest multi-family users before the irrigation season starts encouraging conservation and signing up for the Slow the Flow program.
- Employee Update – A new billing specialist was hired to start on August 20<sup>th</sup>.

The Board unanimously voted in favor of going into executive session under CRS 24-6-402(4)(b), conference with attorney, to discuss legal issues concerning the grease traps at 2251 S Parker Rd with Mr. Farrington. Chairman Hanley declared the Board in executive session at 8:34 p.m. Mr. Hein left the meeting at 8:34 pm.

Chairman Hanley declared the Board out of executive session at 8:56 p.m.

There being no other business to discuss, the Board unanimously voted to adjourn. Chairman Hanley declared the meeting adjourned at 8:56 pm.

READ AND APPROVED



DATED

20 Sept, 18