

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

MAY 17, 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 May 17, 2018.

PRESENT

Paul Hanley – Chairman
Mark Lampert – Vice Chairman
Frederick Norman - Director
Bradley Rastall – Director

OTHERS PRESENT

John Warford – Manager
Lisa Glenn – Office Manager/Accountant
Darryl Farrington – Semple, Farrington & Everall, P.C.

ABSENT

William MacPhee – Secretary/Treasurer

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

Vice Chairman Lampert was sworn in as director for another term since an election was not required. Director MacPhee was not at the meeting and will be sworn in at the District office at the end of the month.

The Board unanimously excused Director MacPhee's absence.

Manager Mr. Warford added a grease trap discussion to the agenda. The Board unanimously approved the amended agenda. The Board unanimously approved the consent agenda approving the April 19, 2018 minutes, the April 2018 financial report, and April 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.

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Mr. Hein was not present at the meeting but had prepared his engineering report that included the following topics:

- Developer Project Updates – Eloise May Library Addition, Sierra Vista Apartments Fireline, Dayton Street Townhomes, Falling Water, Highline Creek Estates (Iliff Ave Single Family Homes) and Cherry Tree Estates.
- High Line Canal Underpass at Parker and Mississippi – This will be discussed during the Manager's report.
- Sewer capacity in Parker Rd near Mississippi – Merrick is working on an analysis of the sewer capacity in S Parker Rd in front of the Creekside Office Park. The sewer line is eight inches but was sliplined in 2005. The addition of Skymark Apartments will contribute 25% more flow once it reaches full capacity. The analysis will determine if the sewer line has adequate capacity and what improvements may be needed. Mr. Warford mentioned that Club Valencia has a relatively flat private sewer line that ties into Parker Rd that discharges a lot of grease into the District's system. The District has required that Club Valencia jet that private sewer main and capture the grease for removal. New management of Club Valencia has just come on board at the beginning of May. A letter will be sent to the new management company and HOA explaining the cleaning schedule that will be required.
- GIS and Base Map Update Coordination – The base maps and GIS are continually being updated to reflect new developments and miscellaneous adjustments.

The Board unanimously approved to appoint Director Norman as temporary secretary to sign the approved minutes from April 19, 2018.

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

- High Line Canal Underpass at Parker and Mississippi – The City and County of Denver has plans to install a pedestrian underpass on the High Line Canal trail under Parker Rd at Mississippi. Construction will likely start in the fall of 2019. All costs of the project will be incurred by the City and County of Denver and their partners on the project. The District has a six inch water main in this area that ties into Denver Water's twelve inch main. The District's six inch main serves a neighborhood that is not on a looped system. The Denver annexation in the early 1980's created this dead end. Temporary water will need to be supplied to the area during construction unless another loop can be constructed before the project takes place. The proposed loop would tie into a Denver Water main in S Quebec Wy if agreed to by Denver Water. Mr. Hein has come up with a rough estimate of \$70,000 to construct the loop. The cost the City and County of

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Denver would incur to provide temporary water service and fire watch during the underpass construction could possibly be used to offset the cost of the new loop. A meeting will be set up with Denver Water to discuss this option.

- Arapahoe County Trailhead and Possible Park – Mr. Warford and Mrs. Glenn met with Glenn Poole, Josh Tenneson and Roger Harvey of Arapahoe County Open Space. The County would like to reconfigure the Cherry Creek path near Iliff and would need a sliver of the District's property that fronts Iliff to do so. They thought it may be easier just to purchase the entire 1.07 acre parcel for a parking trailhead. Mr. Warford conveyed that the District Board was interested in using the District's 9.13 acre parcel just south of the 1.07 acre parcel as a park but would like to maintain easements on the parcel for the District's reservoir project. The County representatives appeared to be interested as well. The County would like to purchase the 1.07 acre parcel by the end of the year. The County and the District will get appraisals on the parcel. It was discussed that the District would need to reserve a blanket easement on the parcel.
- Slow the Flow Water Conservation Program – The May 1 update from Resource Central shows that 1 multi-family and 47 residents are interested in signing up for the program. Mrs. Kreycik in the office is emailing multi-family and commercial accounts directly and will follow up with phone calls next week. Flyers were mailed out with the bills and sent electronically at the beginning of April and May and will be done again in June if necessary.
- Employee Update – A new maintenance employee started May 7th and will work with both the existing maintenance supervisor and technician. He is a master plumber and has water and sewer main experience from his position at the City of Montrose for six years. He has a total of 15 years of varied plumbing experience.
- Cherry Tree Estates – Cherry Tree Estates is the triangle in Arapahoe County northeast of S Quebec St and Cherry Creek South Drive. Denver Water would like this area to be a total service area in the District with Denver Water. Denver Water will own and maintain the water mains, bill the customers and provide customer service. The Plan review process will go through Denver Water, but if the District has any concerns on anything, we can voice our concerns and possibly change what is being specified, etc. Sewer service will be provided by the City and County of Denver by a tie in to their system at S Quebec St. The District will collect tap fees for Cherry Tree Estates since it is a new development within the boundaries of the District. Mr. Hein will have some time in monitoring the plan review process from the emails he and the District will be copied on from Denver Water and the developer. Mr. Farrington said he will have time in preparing the inclusion documents and filing them with the court.
- Inclusion of Panorama Park Water Association in the District – Julie Seagren at Denver

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Water confirmed that there are no obligations to the District for a total service area in the District for Denver Water. Denver Water owns and maintains the water mains, bills the customers and provides customer service. As stated at the last Board meeting, Denver Water has \$10,000 available in their budget for the election. Sewer service for Panorama Park is provided by Goldsmith Gulch Sanitation District. Panorama Park is in Arapahoe County and City of Denver. The District will not receive income nor incur expenses from this area if the Board decides to include it in the District. Ms. Seagren is working on obtaining financial statements and minutes from Panorama Park for the Board's review.

- Tiered Rate Information – Mrs. Glenn has completed the charts showing tiered rates for other master meter districts. Pulling the data from the District's billing system to determine average monthly usage for each class of customers is complete, but the sorting and manipulation of that data is not complete. The analysis should be ready for the next Board meeting.
- Grease Trap at 2260 S Quebec St – Mr. Warford would like to discuss this topic in executive session under attorney-client privilege.

The Board unanimously voted in favor of going into executive session under CRS 24-6-402(4)(b) to discuss legal issues concerning the District's retirement plan and grease trap at 2260 S Quebec St. with Mr. Farrington,. Mr. Farrington, legal counsel for the District, stated the executive session is covered by attorney client privilege under statute section CRS 24-6-402(2)(d.5)(II)(B) and will not be recorded. Chairman Hanley declared the Board in executive session at 7:41 p.m.

Chairman Hanley declared the Board out of executive session at 8:04 p.m. Mr. Warford stated that Zamzam International Market and the Philly Cheesesteak Restaurant in the Central Park Shopping Center/Cherry Creek Shopping Center have been contacted about a combination grease trap also. He observed that a fine can be imposed or service suspended if the property owners do not comply with District rules and regulations. Mr. Farrington suggested going back into executive session to discuss further.

The Board unanimously voted in favor of going into executive session again to further discuss grease traps under CRS 24-6-402(4)(b). Mr. Farrington stated that the executive session is covered by attorney client privilege under CRS 24-6-402(2)(d.5)(II)(B) and will not be recorded. Chairman Hanley declared the Board in executive session at 8:13 p.m.

Chairman Hanley declared the Board out of executive session at 8:20 p.m.

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There being no other business to discuss, the Board unanimously voted to adjourn. Chairman Hanley declared the meeting adjourned at 8:20 p.m.

READ AND APPROVED Bobby W. Hanley DATED 6/21/2018