



## AGENDA

Church Ditch Water Authority  
March 11, 2019  
Church Ditch Water Authority Offices  
14025 W. 82<sup>nd</sup> Avenue  
Arvada, CO 80005  
8:30 a.m.

1. Call to Order
2. Roll Call
3. Approval of Minutes of the February 11, 2019 meeting
4. Additions or Deletions
5. Public Participation – 5 minutes per speaker.
6. Legal Issues
7. Ditch Maintenance/CIP Update
8. Miscellaneous
  - ❑ Financial Update – January financials included
  - ❑ 12345 W. 80<sup>th</sup> Avenue Bridge
  - ❑ Northglenn Board Representative – Sophie Porcelli
  - ❑ Election of Officers
9. Resolutions
  - ❑ Resolution 10-2019: A RESOLUTION APPROVING THE TRADE CONTRACTOR AGREEMENT BETWEEN J.L. MELTON CONSTRUCTION, INC. AND THE CHURCH DITCH WATER AUTHORITY, IN THE AMOUNT NOT TO EXCEED \$52,475.00.
10. Approvals
  - ❑ Approval of updated Financial Policy – Chapter 10: Federal Grant Management Procedures
  - ❑ Approval of Authority Code of Ethics
11. Setting Next Meeting  
April 8, 2019, 8:30 AM – Church Ditch Offices
12. Adjournment



## **CHURCH DITCH WATER AUTHORITY**

### **BOARD OF DIRECTORS' MEETING MINUTES MARCH 11, 2019**

- CALL TO ORDER** The Church Ditch Water Authority Board of Directors' Meeting was called to order at 8:34 a.m. on March 11, 2019, at the Church Ditch Offices, located at 14025 W. 82<sup>nd</sup> Avenue, Arvada, Colorado 80005.
- ROLL CALL** Present were Director Moon, Director Borgers, Director Porcelli, Nathan McCoy General Manager, Hilary Graham Attorney, Nate Pacheco Superintendent, Ken Schuler Ditch Rider.
- QUORUM ESTABLISHED** A quorum was determined to be present.
- APPROVAL OF MINUTES**  
02/11/2019 Ms. Porcelli MOVED and Ms. Borgers SECONDED the motion to approve the minutes of February 11, 2019. All in favor, Motion PASSED.
- CHANGES TO AGENDA** None
- PUBLIC PARTICIPATION** None
- LEGAL ISSUES** None
- DITCH MAINTENANCE/CIP UPDATE**  
General Maintenance Staff will begin backfilling headgate projects as weather allows and time is available from the Area 15 project.
- Projects Update The weather continues to create delays, however, completion is still expected by April 15 on Area 15. Liner is placed in reach 1 and 2. Reach 3 excavation is nearly complete. Staff continues to assist with dirt removal and filtering dirt for fill to be returned.

Headgate 47 installation received one bid from JL Melton.

Denver Water will delay the crossing of the ditch until the fall of 2019.

**MISCELLANEOUS**

Financial Update

Ms. Moon provided an overview of the current Balance sheet, Profit & Loss Reports, Check Detail and Bank Statements through February 28, 2019.

12345 W. 80<sup>th</sup>  
Avenue Bridge

Construction is complete and the old bridge will be removed March 11th. The Board and Staff had a short discussion about replacement options for primary residential ditch crossings.

Northglenn Board  
Representative

The Northglenn City Manager provided a letter designating Sophie Porcelli as the new director for City of Northglenn.

Election of  
Officers

Ms. Graham will review current by-laws and officers will be named at the April meeting.

**RESOLUTIONS**

10-2019

Resolution

Ms. Borgers MOVED and Ms. Porcelli SECONDED the motion to approve Resolution 10-2019. A resolution approving the Trade Contractor Agreement between JL Melton Construction, Inc. and the Church Ditch Water Authority, in the amount not to exceed \$52,475.00. All in favor, Motion PASSED.

**APPROVALS**

Financial Policy  
Chapter 10

Ms. Porcelli MOVED and Ms. Borgers SECONDED the motion to approve updating the current Financial Policy to include the addition of Chapter 10 – Federal Grant Management Procedures. All in favor, Motion PASSED.

Code of Ethics

Ms. Borgers MOVED and Ms. Porcelli SECONDED the motion to approve an update to the Church Ditch Water Authority Code of Ethics. All in favor, Motion PASSED.

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**NEXT MEETING**      March 14, 2019 at 6:00 PM. Annual Meeting – Apex Recreational Center  
April 8, 2019 at 8:30 AM. Church Ditch Water Authority Offices

**ADJOURNMENT**      The meeting was adjourned at 9:24 a.m.



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Tamara Moon, President