

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

JUNE 20, 2019

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 June 20, 2019.

PRESENT

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

OTHERS PRESENT

John Warford – Manager
Lisa Glenn – Office Manager/Accountant
Darryl Farrington – Semple, Farrington, Everall & Case PC
Eric Hein – Merrick & Company
Jonathan Fung – Bernstein

Chairman Hanley called the meeting to order at 7:01 p.m.

There was a motion to add two items to the agenda, the Galilee water main bid results and the cost of a new service truck. The Board unanimously approved the revised agenda.

The Board unanimously excused the absence of Director Rastall at the May 16, 2019 Board meeting.

The Board unanimously approved the consent agenda – minutes from May 16, 2019, the May 2019 financial report, and May 2019 payment of bills.

Chairman Hanley opened the meeting for public comment at 7:02 p.m. There were no members of the public present; therefore, the public comment period was closed at 7:02 p.m.

Mr. Hein presented his engineering report:

- Developer Projects – South Metro Fire determined that fire sprinkler services are not required for Xenia Street Townhomes. Denver Water is not requiring plan resubmission. Highline East plans have been submitted to Denver Water for approval.

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- Capital Improvement Projects – The Galilee Church water main bid award will be covered in the manager’s report. Dallas Street phases I and II water main replacements will be covered under one contract. The water main will be replaced from Alton to Dayton. Bid opening is July 12th.
- High Line Canal/Parker Rd Pedestrian Underpass – The City and County of Denver engineers are still working on a water line design for Merrick’s review.
- Soil Nail Wall – Bike Path at Iliff/Cherry Creek Bridge – This topic will be covered in the Manager’s report.

Jonathan Fung arrived at 7:06 p.m. and presented his investment report. Mr. Fung went over the portfolio’s earnings and investment allocations, expected actions of the Federal Reserve, and possible cash needs for 2019 District projects. The Board thanked Mr. Fung for his report and he left the meeting at 7:43 p.m.

Mr. Warford presented the Manager’s report:

- Galilee Water Main Bid Results and Notice of Award - Diaz Construction was the low bid at \$112,000 out of four bids received. Mr. Hein checked their references and they have done extensive work in other districts. The Board unanimously approved awarding the project to Diaz Construction.
- New Service Truck Cost - The estimate received for the new service truck is \$96,492. The truck is a Ford F550 with a crane that can be used to replace fire hydrants. \$54,000 was budgeted for the truck in 2019. The Board unanimously approved a not to exceed amount of \$100,000 for the purchase of the new service truck.
- Cash Transfers from Investments - \$410,000 was transferred from Bernstein to cover a \$420,000 bill from Denver Water for feeding the District from the Dayton/Iliff interconnect from October 2018 to January 2019. The District’s main feed at the H1 Vault at Yosemite and Eastman was shut-down for Denver Water work during this period. The District may request transfers from Bernstein totaling \$837,000 if water and sewer sales don’t cover 2019 capital expenditures for the Galilee Water Main, the High Line Canal Sewer Rehabilitation, the Dallas St Water Main Replacement, and the new service truck.
- KeyBank Money Market Interest - KeyBank quoted 2% for the money market account and stated they would hold the rate for two years, but interest earned has only been 0.2% on the account. Mrs. Glenn is working on getting this resolved and will keep the Board informed.
- H1 Vault Master Meters - The third stand-by meter is not registering properly on the main feed for the District’s high zone. The District owns the master meters, but Denver

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Water repairs them. The repair is not in Denver Water's budget currently. The District will likely make the repair and get reimbursed from Denver Water.

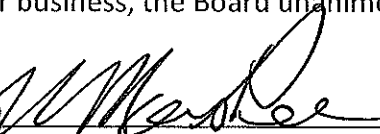
- Grease Traps - Zamzam Market and the property owner have been notified by several letters and phone calls that the District will impose fines if they don't install a grease trap by June 30, 2019. The property owner and tenants (Al Basha Grill and Carniceria) at 2260 S Quebec St have been notified in writing and by phone to submit grease trap plans by April 1, 2019 and install a grease trap by June 30, 2019. The letters referenced the District's Rules and Regulations of fines that can be set up to \$1,000 a day. The Board unanimously voted to increase the fine to \$50 per day for the property at 2260 S Quebec St.
- GPS Software and Training for District Assets - The Trimble unit on the valve exercising skid will be used for GPS locating of valves, manholes, and meter pits. Maintenance staff will need a day of training to learn how to use the software at a cost of \$1,500.00.
- Sewer Main Rehabilitation Project Under the High Line Canal - This sewer line is very corroded and has advanced mineral deposits. The corrosion will be removed, and a liner added. Work should be complete in the next couple of months.
- Line Completion Agreement – Iliff Ave Townhomes/Single Family Homes - A request to extend the line completion agreement of the loop through both projects for one year was sent to Denver Water. Denver Water requested the extension be signed by the fire department as well.
- New Employees - Sara Lamb was hired mid-May to train as the billing specialist/administrative assistant. George Huitron was hired at the end of May as a maintenance technician.
- District Logo Clothing - Vice Chairman Lampert would like the District to provide shirts and jackets to employees with the District logo. Customers are hesitant to open the door otherwise. Cost estimates will be provided at a future meeting.

The Board unanimously voted to go into executive session at 8:14 p.m. to discuss the soil nail wall at the Cherry Creek Bridge on Iliff. Legal counsel Mr. Farrington stated the executive session is under code section CRS 24-6-402(4)(b), conference with attorney, and, because the discussion will be covered by attorney client privilege, it should not be recorded.

Chairman Hanley declared the Board out of executive session at 8:31 p.m.

There being no further business, the Board unanimously voted to adjourn at 8:31 p.m.

READ AND APPROVED



DATED

18 July 2019