

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

February 24, 2020

The regular meeting of the Board of Directors of the Cherry Creek Valley Water and Sanitation District was held at the District Office, 2325 S. Wabash Street, Arapahoe County, Colorado, at 7:00 p.m. on February 24, 2020.

PRESENT

Mark Lampert – Chairman
Bradley Rastall – Vice Chairman
William MacPhee – Secretary/Treasurer
Ken Jensen – Director

OTHERS PRESENT

John Warford – Manager
Lisa Glenn – Office Manager/Accountant
Darryl Farrington – Semple, Farrington, Everall & Case PC

ABSENT

Fred Norman – Asst Secretary/Treasurer

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

The Board unanimously approved the agenda. The Board unanimously approved the consent agenda approving the minutes from January 16, 2020, the January 2020 financial report, and January 2020 payment of bills.

Chairman Lampert 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.

Due to Chairman Lampert's other commitments, a change in the Board meeting dates was requested for the remainder of the year. The Board unanimously approved Resolution 2020-0224-2 designating the place and time of Board meetings to be on the fourth Thursday of every month at 7:00 p.m., except March, November and December will be on the fourth Tuesday. Notices and agendas will be posted on the District's website at ccwwater.org and at the District office as the back-up location.

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON FEBRUARY 24, 2020, CONTINUED

Paperwork was signed for new Director Ken Jenson as an authorized signer on the District's bank accounts.

The Board unanimously approved Election Resolution 2020-0224-1, ratifying the Board's appointment in January of Lisa Glenn as designated election official (DEO) for the 2020 election. The election resolution authorizes the DEO to cancel the election if there are not more candidates than offices to be filled and perform all other actions necessary for the election.

Mr. Hein presented his engineering report:

- Developer Projects – Merrick explained looping requirement to the developer for Avere High Line on S Quebec Wy. Iliff Ave Townhomes engineer submitted the as-built drawings to Merrick. Merrick and the District met with the developer about extending the water line completion agreement to the end of 2020. The District and Denver Water require a water line loop through the single-family home project to tie-in to Yosemite or Warren. Merrick will draw up different options for the developer showing where the tie-in can be done. Mr. Warford said the developer agreed to complete the loop by the end of the year. The developer indicated the single-family homes development may now be more townhomes. Chairman Lampert said water will not be provided to the townhome project if the developer does not complete the loop to Yosemite or Warren by the end of 2020.
- Capital Improvement Projects – The Dallas Street water main replacement survey and as-builts are complete and have been submitted to Denver Water. The contractor must still correct some paving issues. Merrick will submit the plans for the Iliff/Quebec meter vault project to Denver Water tomorrow.

Mr. Farrington prepared reference material for the Board regarding Open Meeting Laws and Robert's Rule of Order. Mr. Warford said the Board must be careful about discussing items outside of a Board meeting with three or more Board members since it would constitute an official meeting.

Mr. Warford presented the Manager's report:

- Iliff Corridor Project – The Arapahoe County project manager is no longer with the County. More locates for the project will likely occur.
- 2020 Capital Projects – Mr. Warford met with Mr. Hein regarding priorities for 2020. The Iliff/Quebec Vault is the first priority. Second priority is the design and construction of the diversion of free water off the Cherry Creek, the mining permit, and the sedimentation basin for the reservoir project.

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON FEBRUARY 24, 2020, CONTINUED

- Sierra Vista Asset Conveyance – The property owner added a fireline to the property which also required the addition of a hydrant and a valve to the District’s system. A final walk through was done after the year warranty period and Merrick is recommending acceptance of the hydrant and valve to the District’s system. The Board unanimously approved the acceptance of the hydrant and valve related to the installation of a fireline at Sierra Vista on E Florida Ave.
- Iliff/Quebec Vault – The District is working with Denver Water as to the placement of the valve on the 24-inch water main in Iliff that will determine the point of ownership between the District and Denver Water.
- Pressure Reducing Valve (PRV) Monitoring – Management has decided to purchase and install equipment that will monitor the pressure of the five PRV’s in the District. Alerts will be sent by text message to District staff of pressure changes. Just recently the District lost water again back through the failed check valves at Iliff and Quebec due to a boundary valve being left open. The monitoring equipment will help detect these types of situations.
- Denver Water Total Service Agreement – Denver Water has informed the District that a signed amendment to the District’s contract is not necessary for the total service inclusions Denver Water will serve at Quebec & Colorado and Cherry Tree Estates. They stated that the original contract already has total service language and requires only inclusion documents showing a legal description of the area and signature by the District, Julie Seagren at Denver Water (Distribution Relationship Manager), and legal counsel at Denver Water.
- Iliff Avenue Townhomes – Discussed during the engineering report.
- Cash at Morgan Stanley – Some of the bonds at Morgan Stanley have been called creating a \$1.5 million cash balance. Jonathan Fung at Bernstein will attend the March Board meeting to make suggestions of how to reinvest those funds.
- 2019 Slow the Flow Results - Resource Central’s 2019 report shows 19 residential assessments were completed out of 40 budgeted. In November 2019, the Board decided to continue the program with Resource Central in 2020 for 20 residential audits that required a deposit of \$605.00.

The Board unanimously voted to go into executive session at 7:44 p.m. to discuss the soil nail wall at the Cherry Creek bridge on Iliff. Legal counsel Mr. Farrington stated the executive session is covered by attorney client privilege under code section CRS 24-6-402(4)(b), conference with attorney, and will not be recorded.

Chairman Lampert declared the Board out of executive session at 7:57 p.m.

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON FEBRUARY 24, 2020, CONTINUED

The Board unanimously voted in favor of going into executive session to discuss employee salaries and wages at 7:58 p.m. Legal Counsel Mr. Farrington stated the executive session is authorized by CRS 24-6-402(4)(f), personnel matters, and will be recorded. Mr. Hein and Mr. Farrington left the meeting at 7:58 p.m.

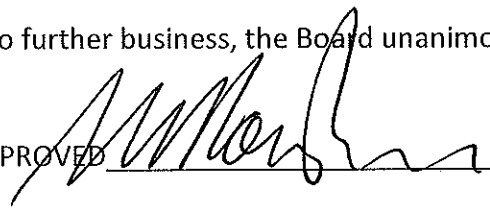
Chairman Lampert declared the Board out of executive session at 8:04 p.m.

After discussion, the Board unanimously approved a 3% raise for all District employees.

The Board unanimously excused Asst Secretary/Treasurer Norman's absence from the meeting tonight.

There being no further business, the Board unanimously voted to adjourn at 8:06 p.m.

READ AND APPROVED

 DATED 5/28/2020