

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

NOVEMBER 15, 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 November 15, 2018.

PRESENT

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

OTHERS PRESENT

John Warford – Manager
Chuck Buchanan – Maintenance Supervisor
Lisa Glenn – Office Manager/Accountant
Darryl Farrington – Semple, Farrington & Everall PC
Eric Hein – Merrick & Company
Kelli Kreycik – Billing Specialist

ABSENT

Mark Lampert – Vice Chairman

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

The Board unanimously approved the agenda.

Chairman Hanley noted two changes on the September 20, 2018 minutes. The amended minutes from September 20, 2018, the minutes from October 18, 2018, the October 2018 financial report, and the October 2018 payment of bills were unanimously approved by the Board.

Chairman Hanley opened the meeting for public comment at 7:06 p.m. There were no members of the public present; therefore, the public comment period was closed at 7:06 p.m.

Chairman Hanley opened the meeting for the Budget Hearing at 7:06 p.m. There were no members of the public present; therefore, the Budget Hearing was closed at 7:06 p.m.

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Mr. Hein had not arrived to present his engineering report. Mr. Warford's presented the first item on the Manager's report:

- Investments/District Bank Account – Mr. Warford recommends leaving the remaining investments at Morgan Stanley until they mature since no fees would be charged. ANB and KeyBank would charge considerable fees. Chairman Hanley suggested two other investment companies. There was discussion about keeping the investments at Morgan Stanley or moving them to Bernstein. Mr. Warford stated that he and Mrs. Glenn recommend moving the District's checking accounts to KeyBank. KeyBank requires the lowest average balance to avoid bank fees and has the highest money market rate. Chairman Hanley abstained from the vote since he is on the ANB Bank Board. The remaining three Board members unanimously approved moving the District's checking accounts to KeyBank.

Mr. Hein arrived at 7:07 p.m. and presented his engineering report:

- Developer Projects – Popeyes easements are recorded and the fire hydrant needs to be installed. Awaiting the final plans to hold a preconstruction meeting. Solera is waiting on Xcel to cap a gas line for continuation of the sewer main. The storm sewer problem at Iliff Ave Townhomes has been resolved for work to continue. A preliminary meeting was held with Avere for water and sewer design.
- Galilee Church Water Main – The surveyors cannot locate a storm sewer manhole that has been paved over. The District will have Guildner video the line for the surveyor.
- Wabash Sedimentation Basin – Merrick is working on the design and will do some water modeling to determine how Cherry Creek will act during a flood. The basin can be built in the floodplain by meeting specific requirements and writing letters to the Core of Engineers and Urban Drainage stating the basin will not affect how the water flows in the creek. \$437,400 in the 2019 budget is still a good estimate.
- Iliff/Quebec Meter Vault Replacement – Two designs have been presented for the vault: locate the vault on the north side of Iliff in the sidewalk or locate the vault in the new median further east on Iliff. Mr. Warford and Mrs. Glenn met with the Art Negretti at the County this morning. Art is supportive and will share some Cad files for coordinating the location. Mr. Warford said he voiced his concern with the timing issue of the vault construction in conjunction with the Arapahoe County right-of-way acquisition. The widening of the bridge over Cherry Creek may interfere with the District's 24-inch main in Iliff. If the line has to be moved, the County should incur that cost. Mr. Hein will provide a ball park estimate of the cost of each vault option for the 2019 Budget. The Board requested District staff to communicate with the County in writing regarding the

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right-of-way acquisition, so vault construction can be planned. The vault will likely be pre-fabricated.

- Rules and Regulations – Grease Interceptor Criteria – Mr. Hein is working on grease trap interceptor criteria for the District's Rules and Regulations.

Mr. Warford continued with the Manager's report:

- Iliff Property Appraisal - Arapahoe County Open Space – Arapahoe County Open Space has offered \$400,000 for the District owned parcel fronting Iliff. The District will require the sale contract to state that the trailhead will be constructed on that parcel in the 5-10 year time frame stated in the offer letter. Arapahoe County will likely draw up the first draft of the contract. The Board unanimously approve the sale of the Iliff fronted parcel to Arapahoe County Open Space for \$400,000, subject to conditions stated. Mr. Farrington will prepare a letter to Arapahoe County Open Space accepting their offer and state the Board's required conditions of the contract.
- Draft Budget – Chairman Hanley would like to alter the language in the budget changing Interest Income to Investment Earnings or Investment Accounts. Mr. Hein will provide the budget figures for the Iliff/Quebec vault.
- Customer Privacy Policy – Mr. Farrington stated that a new statute went into effect on September 1, 2018 that affects all governmental entities in Colorado. Governmental entities are required to develop a written policy to put measures in place to protect customer information and remove it when it is no longer needed. Chairman Hanley said to inventory what information the District has and protect or remove the records based on the policy Mr. Farrington is drafting.
- Solar/Wabash Reservoir Settling Pond – Manager Warford said the District could use the funds from the sale of the parcel to Arapahoe County for the ground work on the reservoir and holding pond. The solar piece would tie into that project. Chairman Hanley said that the funds received from the parcel sale should not necessarily be spent and previous discussions indicate that reserve funds should be used for replacing old water and sewer mains. Manager Warford said it would be advantageous to lay the ground work for the reservoir and settling pond for the future. Chairman Hanley requested a plan outlining the details.

The Board unanimously voted in favor of going into executive session to discuss grease traps at 8:22 p.m. 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. The executive session will not be recorded. Mr. Buchanan and Mr. Hein left the meeting at 8:22 p.m.

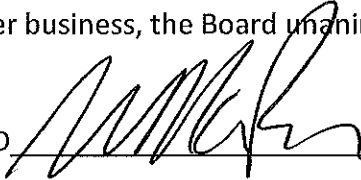
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Chairman Hanley declared the Board out of executive session at 9:03 p.m.

The Board unanimously excused Vice Chairman Lampert's absence.

There being no further business, the Board unanimously voted to adjourn at 9:04 pm.

READ AND APPROVED  DATED 12-20-2018