

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

November 21, 2019

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 November 21, 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

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

The Board unanimously approved the agenda.

The Board unanimously approved the consent agenda – minutes from October 17, 2019, the October 2019 financial report, and October 2019 payment of bills.

Chairman Hanley opened the meeting for public comment at 7:03 p.m. There were no members of the public present; therefore, the public comment period was closed at 7:03 p.m.

Chairman Hanley opened the meeting for the Budget Hearing at 7:03 p.m. There were no members of the public present; therefore, the Budget Hearing was closed at 7:03 p.m.

Mr. Hein presented his engineering report:

- Developer Projects – Plans have been submitted for Merrick's review for Avere High Line. Awaiting results of the flow test the developer had done for Iliff Ave Townhomes to meet flow required by fire department without the line completion to Yosemite for the single family home project. Service line installation is underway for Xenia St

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Townhomes. Falling Water is completing the final punch list for water and sewer main completion which includes moving a transformer that was installed in the District's easement. Conveyance cost estimates for developer projects have been provided for budget preparation.

- Capital Improvement Projects – The Dallas Street water main replacement is close to completion. Over half the service lines have been connected to the new main. Final as-built plans and GIS survey were completed and submitted to Denver Water for the Galilee Water main.
- Rosemary/High Line Canal Water Line Realignment – The project engineer has submitted plans to Denver Water. Merrick will see the plans after Denver's review and add comments.

Mr. Warford presented the Manager's report:

- Grease Trap Update – The grease trap for ZamZam International Market has not been completed inside and the pavement outside. Penalties may be imposed if the property owner and business owner keep pushing back the completion of the grease trap. Construction has begun for the grease trap at 2260 S Quebec St. Maintenance staff are inspecting the installation throughout construction.
- Hydrant Maintenance – The District hired a contractor for hydrant maintenance. The contractor inspects, maintains, makes small repairs and collects GPS coordinates for each hydrant. The information will be recorded in the District's GIS. Several hydrants need replacement. Estimates of hydrant replacements have been added to the budget.
- Old District Office Parcel/Iliff Corridor Acquisition – HC Peck made an offer to the District for the portion of property needed for Arapahoe County's Iliff Corridor widening project. The offer of \$44,330 agrees with the appraisal the District had done. The Board unanimously approved accepting the offer and authorized Mr. Warford to sign the documents.
- 2020 Draft Budget – Four scenarios for 2020 were prepared of varying water rate increases and service fee increases for the Board's review. Conveyance of lines for Iliff Ave Townhomes, Falling Water and Dayton St Townhomes were removed from Capital Outlay in 2020 since the warranty periods will not start until 2020. Punch list items will not likely be completed before the end of 2019 which will push the conveyances to 2021. Estimates for legal fees from Mr. Farrington and Mr. Poznanovic were added for 2020. The Board unanimously approved the 2020 budget, increasing the water usage rate to \$4.37 per thousand gallons for 2020, raising the ¾" meter service fee to \$7.00 for 2020, and increasing other meter size service fees at the same percentage increase for 2020.

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- Resource Central – The Board unanimously authorized budgeting for twenty water assessments for 2020.
- Employee Update – Mrs. Kreycik has issued her resignation effective November 22, 2019. Mr. Warford would like to give her a small severance for a token of the District's appreciation of her service. The Board unanimously approved \$1,000.00 severance upon Mrs. Kreycik signing a release agreement.

The Board unanimously voted to go into executive session at 7:49 p.m. to discuss the Mountainview Estates easement. 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. Mr. Hein left the meeting at 7:49 p.m.

Chairman Hanley declared the Board out of executive session at 7:53 p.m.

Chairman Hanley announced he will be resigning from the Board effective the end of this year.

There being no further business, the Board unanimously voted to adjourn at 7:54 p.m.

READ AND APPROVED



DATED

12/19/19