

RECORD OF PROCEEDINGS

CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS

April 23, 2020

The regular meeting of the Board of Directors of the Cherry Creek Valley Water and Sanitation District was held by teleconference at 7:00 p.m. on April 23, 2020 due to Coronavirus.

PRESENT

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

OTHERS PRESENT

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

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

The Board unanimously approved the agenda. The Board unanimously approved the consent agenda approving the minutes from March 24, 2020 and March 26, 2020, the March 2020 financial report, and March 2020 payment of bills.

Chairman Lampert 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 7:03 p.m.

Mr. Hein presented his engineering report:

- Developer Projects – Merrick submitted second round developer plans to Denver Water for Avere on S Quebec Wy. Merrick is getting locates for other utilities to verify the location of the water main for Iliff Ave Townhomes line completion loop in the right of way on the south side of Yosemite for the tie-in at Warren.
- Capital Improvement Projects – Merrick is awaiting review comments from Denver Water on the plans submitted last month for the Iliff/Quebec vault. The project will probably go out to bid mid-summer for a late summer start most likely.
- Standard Details – Merrick is working on standard detail drawings for meter pits.

Mr. Warford presented the Manager's report:

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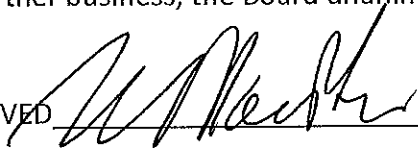
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON APRIL 23, 2020, CONTINUED

- Total Service Area Inclusions – Denver Water agreed to Mr. Farrington’s suggestion to include the Notice of Service Boundary Area forms as exhibits to the 2013 Amended Contract referencing total services areas for Cherry Tree Estates on the northeast corner of S Quebec St & Cherry Creek S Dr, and the new development on the southwest corner of S Quebec St and E Colorado Ave.
- COVID-19 Policy – Mr. Farrington’s draft policy was unanimously approved by the Board with a few changes.
- KeyBank Money Market Interest Rate – KeyBank reduced the District’s two year quoted rate from 2.0% to 0.5%. The Board unanimously decided to defer this discussion until the May Board meeting.
- Emergency Response Plan – Mr. Farrington has reviewed the District’s emergency response plan that was in the Board packets last month. He has no changes to the plan. Mr. Warford has asked Mr. Farrington to review an EPA emergency response plan template to determine if any material from that plan should be included with the District’s plan.
- Employee Handbook – The Board requested more time to review the draft employee handbook and will defer this discussion until next month.
- Denver Water Work on S Quebec Wy – Denver Water is replacing or adding a main on S Quebec Wy from S Quebec St to E Arkansas Ave. Denver Water stated the work will not affect District customers.
- Locates – Locates requests decreased slightly during the first two weeks of the stay at home order and are now back to the same level as before the order was issued.

The Board’s consensus was to hold the meeting at the District office in May unless State and County policies on COVID-19 prevent doing so. Staff will update the Board before the meeting.

There being no further business, the Board unanimously voted to adjourn at 7:53 p.m.

READ AND APPROVED



DATED

6-23-2020