



## AGENDA

Church Ditch Water Authority

January 9, 2023 – 8:30 a.m.

Church Ditch Offices

14025 W 82nd Ave, Arvada, CO 80005

1. Call to Order
2. Roll Call
3. Approval of Minutes of the December 12, 2022
4. Additions or Deletions
5. Public Participation – 5 minutes per speaker.
6. Legal Issues
7. Ditch Maintenance/CIP Update
  
8. Miscellaneous
  - ❑ Financial Update – September 2022 Financial Statements Included
  - ❑ 2023 Budget
  
9. Approvals
  - ❑ Resolution 01-2023: A RESOLUTION ESTABLISHING A DESIGNATED PUBLIC PLACE FOR THE POSTING OF MEETING NOTICES AS REQUIRED BY THE COLORADO OPEN MEETINGS LAW
  
  - ❑ Resolution 02-2023: A RESOLUTION ADOPTING BY REFERENCE THE COLORADO MODEL MUNICIPAL RECORDS RETENTION SCHEDULE AS ADOPTED BY THE CITIES OF NORTHGLENN AND WESTMINSTER
  
  - ❑ Classic Concrete \$16,320 – Concrete work at 100<sup>th</sup> and Simms
  
10. Setting Next Meeting
  - February 13, 2022, 8:30 a.m. – Church Ditch Offices
  
11. Adjournment



## **CHURCH DITCH WATER AUTHORITY**

### **BOARD OF DIRECTORS' MEETING MINUTES**

**January 9, 2023**

- CALL TO ORDER** The Church Ditch Water Authority Board of Directors' Meeting was called to order at 8:31 a.m. on January 9, 2023, at the Church Ditch Offices, located at 14025 W. 82<sup>nd</sup> Avenue, Arvada, Colorado 80005.
- ROLL CALL** Present were Director Moon, Director Krugmire, Director Adams. Additionally present were Hilary Graham Attorney, Nathan McCoy General Manager, Nate Pacheco Superintendent, Ken Schuler Ditch Rider, Laura Farzim Northglenn
- QUORUM ESTABLISHED** A quorum was determined to be present.
- APPROVAL OF MINUTES** Mr. Krugmire MOVED and Mr. Adams SECONDED the motion to approve the minutes of December 12, 2022. All in favor, Motion PASSED.
- CHANGES TO AGENDA** None
- PUBLIC PARTICIPATION** None
- LEGAL ISSUES** Ms. Graham recommended the board review and adopt a retention policy that includes email correspondence. Discussion to be included during the approval process of Resolution 02-2023.
- DITCH MAINTENANCE/CIP UPDATE**  
General Maintenance  
Staff is constructing a bridge to be installed at 100<sup>th</sup> and Simms to improve safety and operation. Additionally, staff is fabricating replacement trash racks. Mr. McCoy continues to work with ERC on the design of the culvert replacement on W. 74<sup>th</sup> Ave. Mr. McCoy continues to work with CoorsTek to perform soil remediation on their property. Mr. McCoy will notify board members of any significant developments as work proceeds.

**MISCELLANEOUS**

Financial Update Ms. Moon provided an overview of the current Financials Statements through December 31, 2022.

**APPROVALS**

01-2023

Resolution

Mr. Krugmire MOVED and Mr. Adams SECONDED the motion to approve Resolution 01-2023. A resolution establishing a designated public place for the posting of meeting notices as required by the Colorado Open Meetings Law. All in favor, Motion PASSED.

02-2023

Resolution

The Board and Ms. Graham discussed the need to update the current retention policy and create a retention policy for email correspondence. Ms. Graham will review and compare current policies for the Cities of Northglenn and Westminster. Discussion will continue to the next meeting. Resolution 02-2023 has been tabled at this time.

Classic Concrete  
\$16,320

Mr. Adams MOVED and Mr. Krugmire SECONDED the motion to approve the Classic Concrete quote for concrete work at 100<sup>th</sup> and Simms in the amount of \$16,320.00. All in favor, Motion PASSED.

**NEXT MEETING**

February 13, 2023, 8:30 a.m. - Church Ditch Water Authority

**ADJOURNMENT**

The meeting was adjourned at 8:54 a.m..



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Tami Moon, President