

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: February 7, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Bart Spaulding and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C.

Upon motion duly made, seconded and upon vote, the Board excused Directors Morton and Christensen.

**CONFLICT OF INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**

There was no public present.

**AGENDA**

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the December 5, 2018 meeting. Following review and discussion, upon motion duly made by Director Davis, seconded by Director Stone and unanimously carried, the Board approved the minutes with minor clarifications noted regarding direction to pursue the water trade with the Cherry Creek Project Water Authority.

Luis Tovar and Randy Warren provided a review of the disbursements dated December 5, 2018 through February 4, 2019. There were no financial statements for review. Following discussion, upon motion by Director Stone, seconded by Director Davis, and upon vote, the Board unanimously approved the disbursements as presented.

**PUBLIC HEARING ON PETITION FOR EXCLUSION CP V INVERNESS**

The Public Hearing was cancelled. As of the date of this meeting, signed petitions have not been received by the District.

## **RESOLUTION TO EXCLUDE PROPERTY**

The Resolution will be considered by the Board following a Public Hearing regarding the above exclusion.

## **PROJECT UPDATES**

Luis Tovar reviewed the items in the project update memos. Luis requested Board approval for jetting and video of sanitary sewer lines for the entire District. The Iron and Manganese treatment system installation at Well 2 is underway with yard piping and equipment ordering.

Randy Warren reviewed progress on the Smart Metering program with Inverness. The antennae is to be shared with ACWWA and Cottonwood. There is no District commitment.

Luis has been talking with the Pinery regarding a proposed water trade for WISE Water and Cherry Creek Project Water Authority water as directed by the Board at the December 2018 meeting. Director Spaulding asked about the terms of the agreement. The Agreement hasn't been drafted yet. The water supply is a mix of deep ground water (non-renewable) and shallow wells (renewable). Luis provided a brief presentation to the Board on water supply planning incorporating these supplies and comparing costs of the sources. The presentation is attached.

Director Spaulding asked when the Board would need to provide action or direction regarding the supply. Staff would like to update the master plan and hope to have an action plan late 2019.

Clay asked about ECCV pipeline capacity owned by the District. This pipeline is not used by the District and wondered if there was a reason to keep the asset. Following discussion, the Board directed staff to research selling the asset or possibly a trade of capacity with another entity.

## **CONTRACTS**

Luis Tovar reviewed the Contracts as listed and detailed below:

1. Sanitary Sewer Jetting and Videoing – DES price per linear foot \$0.84. 61,000 linear feet \$51,240
2. Irrigation Meter Retrofit – authorization for staff to negotiate with contractor on a price per meter not to exceed \$2,500 per meter, up to additional \$30,000 in project costs
3. Irrigation Pump Station - replace existing pressure sustaining pump \$16,200

Upon motion duly made by Director Davis, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried the meeting was adjourned. The next regular meeting is scheduled for April 4, 2019 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_

READ AND APPROVED BY THE BOARD:

\_\_\_\_\_  
Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: May 2, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Tom Morton, Joel Christensen and Brett Stone. Others present: Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Erin Smith; Norton and Smith P.C.

Upon motion duly made, seconded and upon vote, the Board excused Director Spaulding.

**CONFLICT OF  
INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**

There was no public present.

**AGENDA**

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the February 7, 2019 meeting. Following review and discussion, upon motion duly made by Director Stone, seconded by Director Christensen and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated February 5 through May 1, 2019. Following discussion, upon motion by Director Morton, seconded by Director Davis, and upon vote, the Board unanimously ratified the disbursements as presented.

**PUBLIC HEARING ON PETITION FOR EXCLUSION CP V INVERNESS**

Upon motion, the Board opened a public hearing for discussion on the Petition for Exclusion of Property by CP V Inverness. Erin Smith reviewed the standard statutory language of the petition.

There being no public present, the public hearing was closed.

## **RESOLUTION TO EXCLUDE PROPERTY**

The Board considered the Resolution and Order of Exclusion of the Inverness Water and Sanitation District. Upon motion duly made by Director Morton, seconded by Director Christensen and upon vote, the Board unanimously approved the Resolution and Order of Exclusion of the CP V Inverness property from the District contingent upon entering into an Exclusion and Service Agreement for the property.

## **CONSIDER EXCLUSION AND SERVICE AGREEMENT FOR CP V INVERNESS**

Following Board discussion and upon motion by Director Morton, seconded by Director Christensen, the Board unanimously approved the Exclusion and Service Agreement.

## **PUBLIC HEARING ON 2019 RATE INCREASE**

Upon motion duly made, seconded and upon vote, the Board opened a public hearing for discussion of the 2019 Water and Wastewater Rates.

There being no public present, the public hearing was closed.

Randy Warren reviewed the proposed rates for 2019, to be effective May 1, 2019. Staff recommends an increase of 5% for water, 2.5% for sewer.

## **CONSIDER RESOLUTION ESTABLISHING 2019 RATES**

Following Board discussion, upon motion duly made by Director Morton, seconded by Director Stone, and upon vote, the Board approved the Resolution Establishing the 2019 Rate structure as detailed in the attached.

## **CONSIDER EMERGENCY INTERCONNECT AGREEMENT**

Luis Tovar discussed the proposed agreement between Denver Water, Inverness Water and Meridian Metropolitan District for an emergency interconnect to Meridian. Meridian requests that the water be passed through the Inverness connection from Denver. Meridian worked through details with Denver to receive their water via the Inverness system.

Staff and legal counsel recommend approval of contract. Upon motion duly made by Director Davis, seconded by Director Stone, upon vote, the Board unanimously approved the agreement, authorizing the Vice President to sign the document via docu-sign through Denver Water, coordinating agreement.

## **PROJECT UPDATES**

Luis Tovar reviewed the project update memos related to the effluent reservoir dam inspection, the line realignment at Eddie Merlot's, the potential LIRF application, the Pinery water trade, progress on the Cherry Creek Project Water Authority reservoir expansion, and the hiring of a 4<sup>th</sup> operator. Luis also informed the Board of the recent District truck failure,

leaving only 3 trucks in operation. With the potential new hire, there will be need for a 4<sup>th</sup> truck.

#### **FINANCIAL UPDATE**

Randy Warren reviewed the financial position of the District.  
There was no Board action.

#### **CONTRACTS**

Luis Tovar reviewed the contracts as listed and detailed below:

1. Eddie Merlot Non-Potable Line realignment Project Management – MRE \$5,500
2. District LIRF application due diligence – MMRE \$20,000
3. District Vehicle Purchase - \$33,000

Upon motion duly made by Director Morton, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for June 6, 2019 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_

READ AND APPROVED BY THE BOARD:

\_\_\_\_\_  
Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: June 6, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Tom Morton, Joel Christensen and Brett Stone. Others present: Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Clay Boelz with Inverness Properties; Erin Smith; Norton and Smith P.C.

Upon motion duly made by Director Christensen, seconded Director Davis and upon vote, the Board excused Director Spaulding.

**CONFLICT OF INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**

There was no public present.

**AGENDA**

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the May 2, 2019 meeting. Following review and discussion, upon motion duly made by Director Morton, seconded by Director Stone and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the investments and disbursements dated May 2 through May 31, 2019. Following discussion, upon motion by Director Morton, seconded by Director Davis, and upon vote, the Board unanimously ratified the disbursements as presented.

Randy Warren reviewed the District's financial statements through April 2019. The 2018 Audit is not yet available for review. Staff anticipates filing for an extension.

**PROJECT UPDATES**

Luis Tovar reviewed the project update memos related to the line realignment at Eddie Merlot's and the District involvement in the ECCV Northern Pipeline. Luis also discussed a recent meeting with the EPA on the ASR Project. He asked if the EPA could change the way the

application is being handled resulting from all the sampling provided. They are looking to set an area permit rather than permit individual wells which is better than individual processes for each well.

The District, along with other South Metro Water Supply Authority members, purchased capacity in the ECCV Northern Pipeline in 2007. ECCV is looking for final payment of the project for costs including 25% of project management costs. The District's share in capacity is 0.7 MGD.

Staff recommends selling capacity to another member interested in increasing their capacity in the line. ECCV has requested that a decision be made by the members interested in doing this, and to let them know by January 2020.

Randy reviewed a recent request from Grace Chapel regarding service to their property. Ownership is doing some due diligence for use of the property through either a sale of all or a portion of the property. They also inquired about inclusion into the District.

Fairview Collision, currently served through an extraterritorial fee, would like another building on site for offices and asked the District for an additional tap for indoor office use. There was no board action.

## **CONTRACTS**

Randy Warren reviewed the contracts as listed and detailed below:

1. Irrigation Meter Retrofit - Project Management contract increase MMRE - \$3,500
2. Eddie Merlot Non-Potable Line Realignment Construction – C&L Water Solutions for \$55,000

Upon motion duly made by Director Morton, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for August 1, 2019 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_  
READ AND APPROVED BY THE BOARD:

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Charles Davis, Secretary



RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: August 15, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Joel Christensen and Brett Stone. Others present: Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Clay Boelz with Inverness Properties; Charles Norton; Norton and Smith P.C.; Kyle Logan; Logan and Associates

Upon motion duly made by Director Christensen, seconded by Director Davis and upon vote, the Board excused Directors Spaulding and Morton.

**CONFLICT OF INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**

Mr. Kyle Logan was present to review the 2018 Draft Financial Audit.

**AGENDA**

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the June 6, 2019 meeting. Following review and discussion, upon motion duly made by Director Stone, seconded by Director Davis and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated June 1 through August 14, 2019 and investments through July 2019. Following discussion, upon motion by Director Stone, seconded by Director Davis, and upon vote, the Board unanimously ratified the disbursements and investments as presented.

Randy Warren reviewed the District's financial statements through June 2019.

**RESOLUTION ON MEETING NOTICE POSTING CHANGES**

As of August 2<sup>nd</sup>, the House of Representatives passed a bill to transition local governments from posting notice of public meetings in physical locations to posting notices on a website, social media account or other official online presence of the local government to the greatest extent possible. The Resolution also designates one physical location within the

District for posting if the website is down or requires emergency 24 hours' notice.

Upon motion duly made by Director Christensen, seconded by Director Davis and upon vote the Board approved the Resolution.

### **CONSIDER 2018 DRAFT FINANCIAL AUDIT**

Mr. Kyle Logan presented the 2018 Draft Financial Audit. He reviewed the process and statutory requirements. Following Board discussion and upon motion duly made by Director Christensen, seconded by Director Davis and upon vote, the Board accepted the 2018 Financial Audit and directed staff to execute the management letter and submit documentation to the State Auditor.

### **PROJECT UPDATES**

Luis Tovar reviewed the project update memo. Well #3 had a decrease in production by 40%. On April 2<sup>nd</sup>, the board previously approved removing the well equipment and cleaning of the well screens. Staff requests that the Board ratify the expenditure in the amount of \$20,680. Through this work, it was found that the bearings and internal seal of the motor was damaged. The lowest contractor bid for additional costs for the replacement of the motor amount to \$73,300. Staff recommended approval of the replacement.

The Cherry Creek Project Water Authority continues with the design of the Walker Reservoir improvements. One of the partners, ACWWA would like to sell its share in the project. The Town of Castle Rock has showed interest in the partnership. More details on the offer are expected at the next Authority meeting. The Authority has asked Mulhern staff to look into grants and loans with the Colorado Water Conservation Board for funding of the Walker Reservoir improvements.

Luis discussed the lead and copper sample results. They are generally higher across the district. Staff has discussed theories as to why that is. The buildings may take samples from an unused faucet or facility. Sample failure becomes the responsibility of the District to correct even though the sample is from properties after the main connection. Staff discussed a possible reimbursement to buildings for changing out old fixtures, similar to the water conservation rebate. There was no board action at this time.

The Southeast Metro Stormwater Authority and the District have worked out a maintenance plan for Cottonwood Creek and Tributary C. Staff has notified them of several areas needing maintenance. Cleaning is scheduled for late fall. Staff has met with their contractor to review items of concern.

### **CONTRACTS**

Randy Warren reviewed the contracts as listed and detailed below:

1. Board ratification of Well #3 for pulling equipment and screen cleaning per April 2 memo approved via email for \$20,680.
2. Replacement of the motor at well #3 for \$73,300.

Upon motion duly made by Director Davis, seconded by Director Stone and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for October 4, 2019 at 3:00 p.m. at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_

READ AND APPROVED BY THE BOARD:

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Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: October 3, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Tom Morton, Charlie Davis, Joel Christensen and Brett Stone. Others present: Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Clay Boelz with Inverness Properties; Erin Smith; Norton and Smith P.C.

Upon motion duly made by Director Christensen, seconded by Director Davis and upon vote, the Board excused Director Spaulding.

**CONFLICT OF  
INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**

There was no public present.

**AGENDA**

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the August 15, 2019 meeting. Following review and discussion, upon motion duly made by Director Stone, seconded by Director Davis and unanimously carried, the Board approved the minutes.

Randy Warren reviewed the disbursements dated August 15 through October 2, 2019 and the investment statement through September 2019. Following discussion, upon motion by Director Christensen, seconded by Director Morton, and upon vote, the Board unanimously ratified the disbursements and investments as presented.

**2020 DRAFT BUDGET**

Randy Warren and Clay Boelz reviewed the Draft 2020 Budget for the District and addressed Board questions. There was no board action at this time. The Public Hearing is set for December 5<sup>th</sup> meeting, staff was directed to publish notice in the designated newspapers for the District.

**PROJECT UPDATES**

Randy Warren addressed with the Board, Director Spaulding's concerns

with Board meeting attendance conflicts and the potential in resigning from the Board. Staff will begin the required steps for resignation by Director Spaulding and publication of a board vacancy.

Luis Tovar reviewed the project update memo. The transformer at well #3 was old and failed at start up following the cleaning of the well. Staff has ordered a new transformer and asked for ratification of the expense. The District water use in 2020 is projected to be more renewable supplies (WISE and Denver Water), 2022 is the first year that WISE supplies could be affected by drought. The ASR program needs to be in place to save the supply for possible drought years.

There was an offer presented to ACWWA to purchase their Cherry Creek Project Water Authority share of the project from the Town of Castle Rock. Other project participants have a first right of refusal according to the participation agreement. Participants have a 60 day deadline to respond to the offer.

Staff discussed water supply storage options through the use of Walker Reservoir, Rueter-Hess Reservoir, Aquifer Storage etc. Luis discussed a possible partnership with the Meridian District with the ASR project.

ACWWA is planning to add more equipment to the LTCWRF in order to prepare for maintenance of other basins without expanding the plant. This will be funded through the Renewal & Replacement Reserve Fund.

Luis reviewed the work that SEMSWA agreed to complete along Cottonwood Creek.

Luis reviewed the fire loop and service lines to building 15, 325 & 327. Following some recent line breaks and repairs, staff proposes that the District build a small section of service line to 325 & 327. This would allow for isolation of individual buildings without losing service to other building. IHS has asked for assistance in design and pricing of upgrading the line. Staff believes this could be a shared project for cost efficiencies.

An administrative item that was found to have been incomplete is the formal approval of the Inverness Landscaping Contract for 2019. There have been approved monthly expenditures for services however there is no record of approval and contract signature.

## **CONTRACTS**

Luis Tovar reviewed the contracts as listed and detailed below:

1. Board ratification of the Inverness Landscaping 2019 Contract services for \$14,935
2. Contract documents and bid preparation for District sanitary sewer repairs by Mulhern MRE in the amount of \$5,000
3. Board ratification of Well #3 for a new transformer for \$17,932.
4. District main line extension at building 325 & 327 for design and bid preparation documents by MMRE for \$21,500.

Upon motion duly made by Director Christensen, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for December 5, 2019 at 3:00 p.m. at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_  
READ AND APPROVED BY THE BOARD:

\_\_\_\_\_  
Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF  
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: December 5, 2019 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Tom Morton, Joel Christensen, Brett Stone and Charles Davis via phone. Others present: Randy Warren, Luis Tovar, Pat Mulhern and Kelly Conover; Mulhern MRE, Inc., Clay Boelz; RISE ISG; Erin Smith; Norton and Smith P.C.  
Public Present: Bill Woodward 2348 S. Madison Street Denver, CO

**CONFLICT OF INTEREST** Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

**PUBLIC COMMENT**  
There was no public comment.

**AGENDA** The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, unanimously carried, the Board approved the agenda.

**CONSENT AGENDA**  
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the October 3, 2019 meeting. Following review and discussion, upon motion duly made by Director Stone, seconded by Director Morton and unanimously carried, the Board approved the minutes.

Randy Warren reviewed the disbursements dated October 2 through November 30, 2019, the District financial position and the investment statement through November 2019. Following discussion, upon motion by Director Stone, seconded by Director Morton, and upon vote, the Board unanimously ratified the disbursements and investments as presented.

The Board reviewed the posting locations and meeting dates for 2020. Upon motion duly made by Director Stone, seconded by Director Morton, and upon vote, the Board unanimously approved the designation of posting locations and meeting dates as detailed below:

Posting Locations  
[www.invernesswater.org](http://www.invernesswater.org)  
312 Inverness Way South, John  
Derry Park

Meeting Dates  
The first Thursday of every even  
month at 3:00 p.m.  
Special meetings will be scheduled as  
needed.

## **CONSIDER BOARD MEMBER APPOINTMENT**

Upon motion duly made by Director Christensen, seconded by Director Stone and upon vote, the Board accepted the resignation of Director Bart Spaulding dated November 4, 2019.

Following Board discussion and upon motion by Director Christensen, seconded by Director Stone and upon vote, the Board appointed Mr. Bill Woodward to the vacant board position subject to proof of qualifications.

## **PUBLIC HEARING ON 2020 DRAFT BUDGET**

Upon motion by Director Christensen, seconded by Director Stone and upon vote, the Board opened a public hearing on the 2020 Budget.

Randy Warren and Clay Boelz reviewed the Draft 2020 Budget for the District and addressed Board questions. The Budget is projected based on an estimated increase in rates for 2020, an increase in volume of water use, a decrease in well production, an increase in use of renewable supplies (WISE, Denver Water) and anticipated capital projects.

The Board opened up the hearing for public comment. There was no public comment. The public comment section was closed.

## **RESOLUTION TO ADOPT 2020 BUDGET AND APPROPRIATE FUNDS**

Upon motion duly made by Director Stone, seconded by Director Christensen and upon unanimous vote, the Board approved the Resolution to Adopt the 2020 Budget and Appropriate Funds for the 2020 budget year. Staff was directed to file the Budget with appropriate state offices.

## **RESOLUTION TO CERTIFY THE MILL LEVY**

Upon motion duly made by Director Morton, seconded by Director Stone, and upon unanimous vote, the Board approved the 2020 Mill Levy of 4.5 mills.

## **ELECTION RESOLUTION FOR 2020 REGULAR DISTRICT ELECTION**

Erin Smith reviewed the Resolution and the statute changes to move the elections from even numbered to odd numbered years. The Board seats of Directors Davis, Stone, and Woodward will be open for election. There will be 2 seats available for 3 year terms and 1 seat available for a 2 year term.

Upon motion duly made by Director Morton, seconded by Director Stone and upon vote, the Board unanimously approved the Resolution for the 2020 Regular District Election.

## **PROJECT UPDATES**

Luis Tovar reviewed the project memo updates provided in the Board packet.



Luis provided a brief presentation on the Cherry Creek Project Water Authority (Authority) related to the offer from the Town of Castle Rock for the ACWWA membership. According to the Authority Agreement, the Authority members have a first right of refusal for the entire membership (41%), not partial offers. Staff intends to meet with the Town of Castle Rock to discuss their plans as participants in the Authority. Staff and Board members discussed benefits for the District including purchasing and selling or developing the water rights or waiving the right of refusal and working with the Town. Pat Mulhern discussed the use of Walker Reservoir versus Rueter Hess Reservoir for the Authority. Staff will review costs and alternatives with a possible special meeting in January for further direction.

Luis discussed the bid opening for the sanitary sewer clay pipe lining that occurred yesterday, December 4th. There is no contract approval at this time as staff will complete due diligence on the contractor with a recommendation at the February meeting.

Luis reviewed the results of the lead and copper sampling. They are a bit high with levels at the 90<sup>th</sup> percentile being ½ MCL limits. These samplings are taken after the service connection from inside the buildings. The District is responsible for the individual properties being in compliance with the Health Department. Luis discussed options for the District to promote compliance through rebate offers. There was no Board action.

## CONTRACTS

Luis Tovar reviewed the contracts as listed and detailed below:

1. 2020 District Management - Mulhern MRE \$204,000
2. 2020 District Accounting and Billing - Mulhern MRE \$108,000
3. 2020 District Operations Oversight – Mulhern MRE \$36,000
4. 2020 District Oversight – Clay Boelz will be a contracted employee of Mulhern MRE \$6,000
5. 2020 On-Call Services – C&L Water Solutions for time and materials
6. 2019 Financial Audit – Logan and Associates \$6,000
7. 2020 District Landscaping – Inverness Landscaping \$15,084
8. 2020 HVAC Maintenance for Building 70 – Inverness Services Group \$3,600
9. 2020 HVAC Maintenance for Building 19.5 – Inverness Services Group \$2,000
10. 2020 Contract Services – Operation Services to Cottonwood Water \$171,600
11. ASR injection valve – Directly from Manufacturer \$65,000
12. Effluent Reservoir tree removal – SavaTree \$5,940
13. PVC Sewer Jetting & Video Review – Mulhern MRE \$11,200

Upon motion duly made by Director Christensen, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

**ADJOURNMENT** There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for February 6, 2020 at 3:00 p.m. at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: \_\_\_\_\_

READ AND APPROVED BY THE BOARD:

\_\_\_\_\_  
Charles Davis, Secretary