

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE INDIAN HILLS WATER DISTRICT
JEFFERSON COUNTY, COLORADO**

For the Meeting Held August 19, 2021

The meeting was held in person and was attended in person by Directors Scott Ryplewski, Dave Mosby and Craig Levy, Managers Chris Vargo (GM) and Kristin Waters (OM), and two community members. Sam Kepley and Tony Pesce were absent and excused.

Meeting called to order 6:34 pm

Posting of Notice. The meeting agenda had been posted in advance as required by law.

Meeting Agenda: Motion to approve the agenda made and seconded. With no edits to the agenda, it was approved 3 – 0

Meeting Agenda: Motion made approve the agenda made and seconded. Approved 3 – 0

Administration/Financial Reports: Check report was reviewed with a motion made to approve checks 14534– 14560 and EFT's. Report approved by a vote of 3 – 0. Cash Balance Status, Fund Class Report, Cash Flow Statement, and Accounts Receivable Aging/Customer Past Due reports were reviewed.

-Merchant processing through utility billing software has changed resulting in fewer payment errors for customers and credit card processing fees will increase by .5%. Discussion about IHWD paying these fees vs. passing them on to customers. This will be reviewed during upcoming budget process and rate review.

-Property sales and payments. Discussion about the possibility of credit card payment dispute after property sale. Discussion to set a policy of limiting the credit card charge payment amount to a certain amount. Specific instance will be addressed by obtaining letter from customer and cardholder.

-SDA conference will be attended by both IHWD managers.

Legal/Information Updates:

No legal updates at meeting

Operations:

-Production from the gallery well is at 50% and has been decreasing since June. Jefferson County remains in the "none" category on the drought monitor.

-The upper well field is producing normally with both wells online. Water is blending from Zone 3 to Zone 2 to meet demand.

- MIEX Nitrate removal system is online. Nitrate removal operations is very time consuming giving operators an opportunity to learn a lot about running the system. Nitrate levels are at 5.6 mg/l in Zone 3 and 3.65 mg/l in Zone 2.

- Tanks: Zone 1 - 75%, Zone 2 - 97%, Zone 3 – 81%

Projects: Water pump assessment performed. Both the raw water and distribution pumps were replaced at Turkey Creek. Back-up pumps and parts are on hand to be ready for any future issues. The office parking lot was re-graded to take care of washout area. Awaiting discharge permit approval from CDPHE.

-GM continues to work on well assessment, Vulnerability Assessment for Security and Emergency Response Plans.

Discussion about Non-Revenue Water loss percentage which is high compared to national average and plans to mitigate the loss.

Audience/Customer Comments or Concerns:

Community member asked about Safety funds line item in the Cash Flow Report. The negative number reflects a payment from property and liability insurance program that pays back 50% of funds spent on safety related items. Also asked about SCADA spending.

Board Items:

Water Rate/Tap Fee Review – CRWA is performing a rate review included tap and ADU fees still in process.

Capital Improvement Projects – August meeting with 2 Board members and IHWD managers to prioritize projects and create a 5 year plan. Determined that Capital Reserve funds accumulating over 5 years are sufficient to cover projects with a preferred minimum reserve held aside.

Jeffco Coordinated Fall Election – The District has no plans to participate in the 11/2021 election.

4745 Picutis ADU Application – application received 10/2020. Property owner contacted District needing ADU approval for Jeffco permitting. There was discussion that the property circumstances have changed since the application was received. After discussion about this property and ADUs in Indian Hills, a motion was made to deny the ADU application which was seconded and voted 3 – 0. Once the ADU policy is in place the property owner can reapply.

Next regular Board meeting date 9/23/2021

There being no further business to come before the Board, the meeting was thereupon adjourned at 7:57 pm with a motion made and seconded, passing by a vote of 3 – 0.

Scott Keph 9/23/21
Board President Date

[Signature] 9/23/21
Board Secretary Date

