

RECORD OF PROCEEDINGS

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

HELD: December 5, 2018 at 3:00pm
at
188 Inverness Drive West, Suite 150
Englewood, CO 80112

ATTENDEES Directors present: Charlie Davis, Joel Christensen, Tom Morton and Brett Stone. Others present: Clay Boelz; Inverness Properties, Randy Warren, Luis Tovar, and Kelly Conover; Mulhern MRE, Inc., Charles Norton; 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 October 3, 2018 meeting. Following review and discussion, staff suggested removing the last line of paragraph 2 on page 2 of the minutes regarding bond payments. Upon motion duly made by Director Morton, seconded by Director Stone and unanimously carried, the Board approved the minutes with discussed changes.

Luis Tovar and Randy Warren provided a review of the disbursements dated October 3rd through December 4, 2018. There were no financial statements. Following discussion, upon motion by Director Davis, seconded by Director Morton, and upon vote, the Board unanimously approved the disbursements as presented.

The Board reviewed the posting locations and meeting dates for 2019. Upon motion duly made by Director Davis, seconded by Director Morton, and upon vote unanimously approved the designation of posting locations and a change to the meeting dates to the first Thursday of every even month as listed in the packet.

PUBLIC HEARING ON 2019 BUDGET

The Board opened a public hearing on the 2019 Budget. There was no public present and the hearing was closed.

Randy Warren reviewed the Budget memo with staff recommendations provided in the Board packet noting individual line items, scheduled bond payments, large expense items, capital improvements, and operator staffing expenses.

The Douglas County assessed value dropped slightly for 2019 but will make no significant change to budgeted numbers. The proposed mill levy is to remain the same. Staff prepared a Capital Project Forecast through 2022 for Board review and answered Board questions.

RESOLUTION TO ADOPT 2019 BUDGET, APPROPRIATE FUNDS AND SET MILL LEVY

Following Board discussion, upon motion duly made by Director Morton, seconded by Director Davis, and upon vote, the Board unanimously approved the Resolution to Approve the 2019 Budget, Appropriate Funds and Set the Mill Levy subject to final assessed values from the counties. Staff was directed to file the budget and mill levy certification with the appropriate offices to meet statutory requirements.

PROJECT UPDATES

Luis Tovar reviewed the items in the project update memos. Luis reviewed the iron and manganese treatment systems. Staff continues to review the design. They are considering a system that will allow reuse of the backwash water which would be a small capital investment.

The sanitary sewer lining project is complete and staff is reviewing post-lining videos in order to provide a Substantial Completion to the Contractor. There is a 5 year warranty on the project with a 50 year lifetime.

The irrigation meter retrofits project has a Change Order to modify pricing to install indoor meters (24). Once completed, the entire district will have separate irrigation metered.

Luis has been talking with the Pinery regarding a proposed water trade for WISE Water and Cherry Creek Project Water Authority water. Luis recommends NOT purchasing the Douglas County option for additional WISE water but instead pursue a trade with the Pinery. Following Board discussion, Staff was directed to explore the water trade with the Pinery.

Luis informed the Board of a sewer spill in County Line Road. The amount spilled did not create a violation with the Health Department. Staff was on-site and an emergency repair crew was in the area for a quick repair. Following the repair, the line was videoed to find that there are

gaskets blocking the flow and a curve in the line that could cause another incident. Staff has provided a proposal to redesign that section of line to prevent further problems.

Randy reviewed the memo on the 2018 Audit Proposal Review, recommending that the District change auditors. Staff contacted several local firms and recommends Logan & Associates as the lowest bid cost. Staff also has experience working with this firm in other Districts.

CONTRACTS

Luis Tovar reviewed the Contracts as listed and detailed below:

1. Irrigation Meter Install – CO for installation of indoor meters for \$5,220
2. County Line Sewer Repair – MMRE will redesign sewer line in County Line Road and Inverness Pkwy for \$28,500
3. 2019 District Management – MMRE annual contract renewal for general district management, \$194,000
4. 2019 District Accounting & Billing – MMRE will provide annual accounting and billing services, \$96,000
5. 2019 District Operations Oversight – MMRE will work with the Operations crew providing direction and oversight, \$48,000
6. 2019 District Oversight – IPLLC costs for annual oversight, \$5,800
7. 2019 Emergency Services – C&L Water Solutions will be available for emergency repairs on time and materials basis
8. 2018 Financial Audit – Logan & Associates has provided a proposal for audit services, \$7,200.

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 February 7, 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