

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

HELD: October 3, 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 as presented.

**CONSENT AGENDA**  
The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the August 1, 2018 meeting. Upon motion duly made by Director Davis, seconded by Director Christensen and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated August 1<sup>st</sup> through October 2, 2018 and investments as of September 2018. Following discussion, upon motion by Director Christensen, seconded by Director Davis, and upon vote, the Board unanimously approved the disbursements and ratified the investments as presented.

**RATIFY 2017 AUDIT**  
Randy Warren reviewed the 2017 Audit that was distributed via email and filed with the State by the September 30<sup>th</sup> deadline. Randy suggested that the District staff research other companies for next year's audit.

Upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Board unanimously ratified the 2017 Audit presented and filed with the State Auditor's office.

### **PRELIMINARY 2019 BUDGET**

Randy Warren reviewed the memo provided in the Board packet on the preliminary 2019 budget numbers. There is no suggested change to the mill levy. The excess tax receipts will be used to prepay the remaining bond.

There is no board action needed at this time. A Budget Hearing will be scheduled for the December meeting.

### **PROJECT UPDATES**

Luis Tovar reviewed the items in the project update memos. Luis reviewed the iron and manganese treatment systems. Staff requested that the board consider approving costs related to a new skid at the Advanced Water Treatment building, the only location where no new housing is required.

The sanitary sewer lining project is underway. The project is expected to be completed in the next couple weeks. Director Christensen asked staff to review the contractors work and access areas. The contract parameters includes restoration and repairs. The operation is not interfering with golf course play.

Luis discussed an opportunity to purchase additional WISE water supply from Douglas County. Inverness could consider purchasing 100 acre feet of water from Douglas County. Staff proposes drafting a water trade with the Pinery for access and capacity in lines to move the water.

Luis updated the Board on the Cherry Creek Project Water Authority land sale for \$7.3M. The funds are expected to be used to expand the Walker Reservoir for storage. The Board discussed the options available to the District to increase the available water supply. Staff is to compare capital costs of each option to project needs and costs.

There are two tasks remaining for the Irrigation Pump Station upgrade. Tasks 2 and 3 were previously put on hold to accommodate the use of the pump station. These tasks involve 3 new VFDs and modifications and additions to the SCADA system. Staff recommends moving forward with this upgrade at this time and requests approval of the expenditure.

Staff provided a proposal at the August meeting to expand the use of the non-potable system throughout the District. Staff proposes to complete a water model to ensure there is adequate pressure and line capacity to service the proposed increased demand by converting properties to the effluent supply. A map of the current system and users was provided in the packet. The modeling will be used to look at the existing users and

capacity, and then adding 4 buildings along I-25 as well as properties on the south side of the District just south of the Athletic Club.

The irrigation meter retrofit project proposed 65 outdoor meter replacements however, an additional 16 meters were converted to an indoor retrofit. The contractor was asked to provide a cost of installation for the remaining meters. Staff is hoping to have all irrigation separately metered by the beginning of next year.

## CONTRACTS

Luis Tovar reviewed the Contracts as listed and detailed below:

1. **Water Modeling for Non-Potable System** – MMRE will model the system with assumptions of new properties being added to the system for a cost of **\$10,000**
2. **Cooling Tower Meter Retrofits** – MMRE proposes to oversee and coordinate with building owners/representatives to install cooling tower meters throughout the park for **\$5,000**
3. **Non-Potable Irrigation Meter Replacements** – The District would purchase meters from Dana Kepner to replace old irrigation meters at properties throughout the District.
4. **Irrigation Pump Station Upgrade** – Browns Hill will purchase and install 3 new VFDs and make SCADA modifications for **\$93,440**
5. **Iron and Manganese Treatment System Improvements** – Purchase a new treatment skid for the filtration system to be installed at the AWT for **\$67,930**
6. **Effluent Reservoir Aeration System** - Blue Solutions proposes to provide a design and bid specifications to improve the aeration system and the water quality of the Reservoir for **\$24,030**

Upon motion duly made by Director Davis, seconded by Director Christensen 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, 2018 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