

RECORD OF PROCEEDINGS

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

HELD: April 4, 2018 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Tom Morton, Joel Christensen and Bart Spaulding. 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 unanimously excused Director Stone.

**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, 2018 meeting. Upon motion duly made by Director Christensen, seconded by Director Morton and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the disbursements dated February 15, 2018 through March 31, 2018 and the investments as of March 2018. Following discussion, upon motion by Director Christensen, seconded by Director Davis, and upon vote, the Board unanimously approved the disbursements and investments as presented.

There were no financial statements for review.

**PUBLIC HEARING ON RATES**  
Upon motion duly made by Director Spaulding, seconded by Director Davis, and upon vote, the Board opened a public hearing on the proposed 2018 Rates. There being no public present, the public hearing was closed.

Randy Warren reviewed the staff recommendation for a water service rate increase of 5% and addressed Board member questions.

## **RESOLUTION ON 2018 RATES**

Upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Board unanimously approved the Resolution to increase water service rates by 5% effective May 1, 2018.

## **PROJECT UPDATES**

Randy Warren provided a memo reviewing some administrative changes related to District banking and the accounting and billing services. Randy recommended that the District move its operating checking account from Wells Fargo to Colorado State Bank and Trust. Upon motion duly made by Director Spaulding, seconded by Director Davis and upon vote, the Board unanimously approved the Resolution Approving the Opening of a Bank Account with Colorado State Bank and Trust and Approving Signatories to the Account.

Randy also discussed assigning the 2018 District Accounting and Finance contract to Mulhern MRE, Inc.

Randy reviewed the Project Update memo.

Luis Tovar reviewed the project update memos provided in the Board packet related to the sewer lining project, valve repairs, well #2 rehabilitation, irrigation meter retrofits, irrigation pump station, building 56-58 sanitary sewer upgrade, water quality items, CDPHE reporting, and ASR due diligence.

## **CONTRACTS**

Randy Warren and Luis Tovar reviewed the Contracts as listed and detailed below:

1. Mulhern MRE – Accounting/Billing Services – Staff requests to assign the 2018 accounting and billing services from IPLLC to Mulhern at no change in cost, \$94,000
2. Applied Ingenuity – Well #2 Repairs – Costs to replace well motor only, for \$43,463
3. Mulhern MRE – Irrigation Meters – Project Management on time and materials basis for \$26,500
4. Baird Grounds Maintenance – Irrigation Meters – Retrofit of 65 irrigation meters for \$201,125
5. Mulhern MRE – Sanitary Sewer Assessment – Staff will complete review of sanitary sewer video, complete report and provide recommendation of repairs for \$10,000
6. Mulhern MRE – Sanitary Sewer Lining– Project Management and bid services \$27,5000
7. TBD – Sanitary Sewer Lining – Staff is completing due diligence on the contractors’ references but anticipate an award prior to the next meeting. This project amount below is currently the highest bid. Staff recommends approval of an amount NTE \$336,891 for the project.

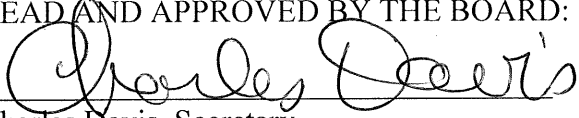
8. Mulhern MRE – Valve Replacements – Project Management - \$18,000
9. T Lowell Construction – Valve Replacements – Low bid contractor \$250,000
10. Excell Pumps – Irrigation Pump Station – installation of new pump and modification to piping \$43,909.34
11. CH2M – Water Quality – CH2M will provide Blending and Corrosion study to analyze effects of District’s 3 water sources, \$20,000

Upon motion duly made by Director Davis, 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 June 6, 2018 at 3:00pm at the District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date: 5/30/2018

READ AND APPROVED BY THE BOARD:

  
Charles Davis, Secretary