

RECORD OF PROCEEDINGS

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

HELD: February 7, 2018 at 3:00pm  
at  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ATTENDEES** Directors present: Charlie Davis, Tom Morton, 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 Directors Stone 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 6, 2017 meeting. Upon motion duly made by Director Davis, seconded by Director Morton and unanimously carried, the Board approved the minutes.

Luis Tovar and Randy Warren provided a review of the Disbursements dated December 6, 2017, through February 2, 2018 and the investments as of December 31, 2017. Following discussion, upon motion by Director Morton, seconded by Director Davis, and upon vote, unanimously carried.

Randy Warren reviewed the financial statements as of December 31, 2017. Following Board discussion and upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board ratified the Disbursements and investments and accepted the financial statements.

**RESOLUTION ON 2018 ELECTION  
AND DESIGNATION OF ELECTION OFFICIAL**

Following Board discussion, upon motion duly made by Director Morton, seconded by Director Davis and upon vote, the Resolution was unanimously adopted.

**PROJECT UPDATES**

Randy Warren reviewed the 2017 Project Memo that reviewed District projects completed and ongoing as well as project planning for 2018. He also reviewed a memo regarding Operator Staffing. In September 2017, the fourth operator position was filled and Marty Deline, District ORC, intends to retire mid-year. Mulhern MRE has hired a new employee that is interested in helping the Operators transition through the retirement.

Luis Tovar reviewed the project update memo provided in the board packet related to the sewer lining project, valve repairs, well #2 rehabilitation, irrigation meter retrofits, irrigation pump station, water model update, building 56-58 sanitary sewer upgrade, water quality items and water tank inspections.

**CONTRACTS**

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

1. **MMRE Operator Support** – MMRE requests an amendment to the 2018 management contract for costs related to operating staff support in the amount of \$32,000 (\$8,000/mo Feb-May)
2. **Well #2 Casing Repair** – Costs to repair holes found in well casing allowing an inflow of water in the amount of \$19,000. Please ratify this expense.
3. **Irrigation Meter Installation** – Baird Grounds Maintenance performed preliminary installation of separate irrigation meters on 6 properties for \$16,200.

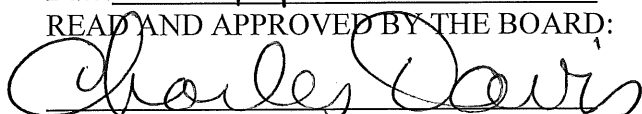
Upon motion duly made by Director Davis, seconded by Director Morton and upon vote, unanimously carried, the Board approved the contracts listed above.

**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 April 4, 2018 at 3:00 at the new District office location at 188 Inverness Drive West, Suite 150 Englewood, CO.

Date:

4/4/2018

READ AND APPROVED BY THE BOARD:



Charles Davis, Secretary