

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
JANUARY 10, 2024

The regular 5:30 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held January 10, 2024, in-person at the District office. The meeting was presided over by Board President, Mike Doak. Board Secretary Danny Sweeney was present to record the minutes.

Members present:

Mike Doak	President
Tom Ryszkowski	Vice-President
Danny Sweeney	Secretary/Treasurer
Victor Sanchez	Director
Kathy Laurienti	Director

Also present:

Allison Ulmer	Attorney
Mike Barrett	Metro Representative
Mitch Terry	District Manager

THE PLEDGE OF ALLEGIANCE WAS RECITED

PUBLIC COMMENTS – No one from the public was present.

METRO WATER RECOVERY REPORT- Mike Barrett

- Mr. Barrett provided a copy of the Proposal for the 2024 Water Recovery Cost Summary to the Board detailing how Metro creates its rates for the upcoming year(s). The report showed the various issues that can impact rates including EPA regulations, operating and capital expenses along with debt, connector contracts, and treatment of inflows to Metro. The report detailed the annual timeline for creating rates and cash flow summaries.

Director Doak asked Mr. Terry if he has figured out Metro's formula on how Crestview is charged.

Mr. Terry stated that he has found that a three-year average of the four categories that Metro charges is similar to what Metro determines. Metro asks its connectors to provide their anticipated flows and loadings for the upcoming year then after compiling all of the connector's estimates, Metro will determine the total demand. Metro will determine the cost for treating those categories then apply those costs to each connector on a ratio.

Director Doak asked if our flows vary much from year to year.

Mr. Terry stated that for the most part, the flows and loadings have decreased over the past 5 to 10 years but are steady at that.

Mr. Barrett asked how many Metro metering stations Crestview has and where they are located.

Mr. Terry stated that Crestview only has one metering station and it is located at Crestview's 64th & Pecos facility.

MINUTES FOR APPROVAL, DECEMBER 13, 2023

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the December 13, 2023, meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the December 13, 2023, meeting of the Board were accepted as presented.

DISTRICT MANAGER'S REPORT – Mitch Terry

BIRTHDAYS-

Happy January birthdays to Pipeline Superintendent, Larry Hopper and Office Manager, Lori Lucero.

Director Laurienti asked about Mr. Terry's January birthday and wished him a happy birthday. The rest of the Board also wished him a happy birthday.

NEW EMPLOYEE-

Crestview hired a new employee on January 8th to join the maintenance team. Tyler Aldor comes to us in a different way, he is the son of Eddie and Heather Torgersen, both of whom just left Crestview to take new jobs in Arizona. Tyler has been working at Discount Tire for four years. Tyler has been servicing Crestview's vehicles for about a year now out of a mobile tire center provided by Discount Tire. Tyler is young and excited to work at Crestview and has special insight as to what is expected of him in the maintenance department. Welcome Tyler!

INVESTMENT BOND PURCHASE-

Crestview had a bond mature on December 28th. This bond was an eleven-month bond that earned the District \$42,000. The new bond is a 5-year callable bond that is not available to be called until December 28, 2026. The yield for this bond is 4.2% at maturity. The purchase price was \$1,005,478.

PICKUP PURCHASES-

Crestview's Maintenance Superintendent, Jessen Eckert ordered three Ford Extended cab, 8' bed 4X4 pickups through O'Meara Ford in February of 2023. Two of the trucks arrived at O'Meara on December 27th with the third truck showing up January 2nd. The 2024 Budget only accounted for two pickups to be purchased but the trucks were exactly as we had ordered for 2023 totaling \$149,775.00. The new pickups will replace a 2016 (purchase price: \$29,833) and two 2017 pickups (purchase price \$30,535 each).

In 2023, Crestview received quotes from both Echopark and Carmax to purchase Crestview's two 2016 F-150 pickups.

Carmax quoted \$22,000 for one and 20,000 for the second pickup.

Echopark quoted \$25,500 for each truck.

The trucks were each sold for \$25,500 for a total of \$51,000

The original purchase prices were: \$31,268 each for a total of \$62,536

It is anticipated that that we will see similar prices when we are ready to sell the three older pickups this year.

NORTHGATE WATER DISTRICT DISSOLUTION

Mr. Terry asked Ms. Ulmer if she would like to provide the Board with information on the dissolution.

Ms. Ulmer stated that her office received the Court Order today and with that, the dissolution is now complete.

With the dissolution of the Northgate Water District complete, Crestview has received the transfer of \$312,483.70 from Northgate Water. Crestview's staff have discussed replacing the existing asbestos concrete (AC) water main that was part of the Northgate Water water distribution system using some of these funds.

WATER BREAK US 36 & ZUNI STREET BORE-

As we have discussed in several of the last Board meetings, Crestview had a large water main break on a 10" water main in Zuni Street at the south sound wall of US 36 on November 16, 2022

On December 1st, Crestview's maintenance crew replaced a 45" section of 10" pipe to make the repairs. A 14" X 12" hole blew out of the east side of the water main. The 10" pipe has been returned to service.

During the January 25th meeting of the Board, Crestview's Board adopted a resolution to have BTrenchless bore a new 24" casing pipe under US 36 and insert a new 12" pvc water main inside the casing pipe for the bid price of \$420,261.00. Crestview's pipeline crew will perform the tie-ins at each end of the bore and will replace approximately 100 to 200 linear feet of water main to both the south and north of the new bore to eliminate old pipe from valve to valve in Zuni Street.

Crestview has received our contract documents from BTrenchless that includes the bid price and required performance bond, 5% retention and warranty period. The Bid price was \$394,203.00.

The bore is complete and the new water main has been inserted into the carrier pipe.

Crestview approved two change orders; March 27, 2023 for \$38,370 for traffic control on US-36 and October 12, 2023 for \$31,817.19 due to increased costs for parts and fuel. The total amount for change orders is \$70,187.19.

Crestview issued the payment for pay application #5 in the amount of \$302,212.94 in January 2024. The final cost to the District from BT Construction for the bore and water main installation is \$464,390.19.

There will be additional costs to the District that come from our staff renting pumps to keep the excavation dewatered, parts and pieces to complete the connections and the expense of leasing a larger excavator on a short-term basis to complete the project. Crestview's excavator is not large enough to reach the bottom of the excavation nor large enough to lift the shoring out of the hole once the tie-ins are completed.

Crestview's pipeline team will make the connections to our system on both ends of the new pipe this month.

ADAMS COUNTY 70TH AVENUE, BROADWAY TO PECOS RECONSTRUCTION PROJECT-

UPDATE: On Monday, December 4th, Adams County's executive leadership team and their consulting engineers met with Crestview and North Pecos Water & Sanitation District to go over the existing utilities and the current design to look at conflicts and opportunities to better the design with respect to both Adams County and the districts and our customers. The consulting engineers, at the request of County Commissioner O'Dorisio, created a 20' long single sheet layout of the plan and profile of the project so that everyone in the meeting can add notes to them to address the conflicts and propose alternative layouts. This was, in my opinion, a very positive move in the right direction for both Adams County and the southwest Adams County water and sanitation districts. I have confidence that we were heard and that other better options will be forthcoming.

There are two 8" water mains that will be impacted by this project. One water main runs in 70th avenue from Pecos Street east to Lipan Street and the other segment runs from Huron Street east to Kidder Drive of which both will need to be replaced prior to the commencement of construction of the Adams County project. Clarice O'Hanlon is designing the replacements and our pipeline replacement crew will be performing the replacements.

The Adams County project starting date is now on a temporary hold until Right of Way acquisitions are completed.

The plans for the water main replacement in 70th avenue from Pecos Street to Lipan Street and Lipan Street from 70th avenue north to 70th Place are at Denver Water for final review and should be approved anytime.

CRESTVIEW'S 75TH ANNIVERSARY-

Nothing new to report.

Crestview's 75th anniversary is Sunday, June 30, 2024. The celebration will be held on Friday, June 28th from 11:00 to 1:00 at the maintenance facility at 64th & Pecos. We can have the District's maintenance vehicles on display and have one of the garages open for tours.

We have contracted with In-N-Out Burger to have their Cookout Truck provide our food. The cost for the truck is a minimum of \$2,000 with \$500 being a trip charge. The remaining \$1,500 would be for

food. In-N-Out does not sell from this truck so the food is only provided by tickets that we would hand out to the attendees of the event. The contract minimum is for 153 meals for a total cost of \$2,106.50.

2024 WATER MAIN REPLACEMENT PROJECT-

The 2024 water main replacement program will consist of the following:

66th avenue from Lowell Blvd. west to Tennyson Street that will include the cul-de-sacs of Newton Court, Osceola Court, Perry Court, Quitman Court, Raleigh Court and Stuart Court.

70th avenue, Pecos Street east to Lipan Street and Lipan Street from 70th avenue north to 70th Place.

On an emergency replacement basis, the pipeline crew has been replacing the existing 6" water main in 66th avenue from Lowell Blvd. west to Newton street due to the many water breaks this year. This section of water main is part of our scheduled replacement of 66th avenue from Lowell Blvd. to Tennyson Street in 2024.

AWWA ACE 2024 ANNUAL CONFERENCE-

The 2024 AWWA conference is going to be in Anaheim, California June 10-13. There was a \$7,396.74 deposit payment made on September 13th with the balance for the remaining \$13,274.76 due by April 20, 2024.

These costs are only for air and hotel. It does not include the AWWA conference registration fees, food or any incidentals.

The conference registrations will be set up and paid for in January of 2024. Travel days are June 9th and June 14th. No rental cars will be required as taxis or Uber will be utilized.

Mr. Terry noticed that the schedule he provided to the Board didn't include prices for the specific classes and tours. Mr. Terry indicated that he would have the computer set up in the Board room for the next meeting to allow a log in to the AWWA registration page to view the pricing for each activity.

Director Laurienti mentioned that tours offered in the schedule would be good to attend.

Denver Water December purchase
31,045,000 gallons
Average since 2006 is 33,617,000 gallons

Mr. Terry mentioned that the 10-year water purchases and sales are quite different from the 3-year average and that the difference can cause changes in how we create the budget each year.

PUBLIC MEETING SCHEDULE POSTING PLACES –

Each year during the first meeting of the Board, the Board is required by statute to pass a resolution designating the posting places for the schedule of regular meetings of the Board.

Director Doak made a motion to adopt the following resolution:

RES # 1 - 24 – BE IT RESOLVED THAT the Crestview Water and Sanitation District public meetings notices for 2024 shall be posted at the District office and in the Adams County Clerk and Records office, F.M. Day Elementary School and Hodgkins Elementary School, and;

BE IT FURTHER RESOLVED THAT all meetings of the Board of Directors shall be held at the District office, 7145 Mariposa Street at 5:30 PM, and;

BE IT FURTHER RESOLVED THAT Agendas for all public meetings shall be posted at the District's office 48 hours in advance of all scheduled meetings and on the District's website at www.crestviewwater.com

Director Laurienti seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted

Enc.

BT Construction pay app #5
AWWA Conference Options
RES Designating Public Meetings Notices for 2024

LEGAL REPORT – ALLISON ULMER

Ms. Ulmer stated that Mr. Terry stole her thunder earlier in the meeting as she was going to update the Board on the dissolution of the Northgate Water District.

Mr. Terry apologized and all was good.

BILLS –

Director Doak made a motion to adopt the following resolution:

RES # 38 - 23 – BE IT RESOLVED THAT Bills be paid.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted

OFFICE DATA -

The December Office Data was accepted as presented. Per the Office Data from December 2022, the 2023 ending bank balance showed an increase of just over \$1 million over 2022.

FINANCIAL REPORT -

The December Financial Report/End of Year Financial Report was accepted as presented.

Director Laurienti asked where the costs for the US 36 bore are in the Financial Report.

Mr. Terry explained that the bore costs are divided between 2023 and 2024 and are in the Maintenance and Repairs category. The reason for the division is that most of the work was performed in December and invoice in January of 2024.

There being no further business, the meeting was adjourned at 6:02 PM.

Respectfully submitted,

Danny Sweeney, Secretary/Treasurer