

# RECORD OF PROCEEDINGS

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
THE CRESTVIEW WATER AND SANITATION DISTRICT  
ADAMS COUNTY, COLORADO  
**FEBRUARY 14, 2024**

The regular 5:30 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held February 14, 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:**

Mike Barrett	Metro Representative
Allison Ulmer	Attorney
Mitch Terry	District Manager

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

**PUBLIC COMMENTS** – No one from the public was present.

**METRO REPORT – Mike Barrett**

Mr. Barrett stated that he didn't have anything of substance to report at this meeting.

**MINUTES FOR APPROVAL, JANUARY 24, 2024**

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the January 24, 2024, meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the January 24, 2024, meeting of the Board were accepted as presented.

**DISTRICT MANAGER'S REPORT – Mitch Terry**

**METRO REPRESENTATIVE ATTENDANCE-**

The Metro Water Recovery Bylaws, Article IV, Section 5(e), state "Semi-annually, the CEO shall notify the Executives of the Director's Member Municipality of the attendance records for the periods January through June and July through December of its representative(s) at Board of Directors and committee meetings. The notices shall be sent out in January and July of each year". Included in your packet is a summary of the attendance record, based on the number of meetings for which your Director is assigned for July through December 2023. Crestview's appointed Director is Mike Barrett. Mr. Barrett attended fourteen out of fourteen meetings held.

*The Board thanked Mr. Barrett for representing Crestview at Metro*

**INVESTMENT BOND PURCHASE-**

Crestview purchased another \$1 million investment bond on February 6<sup>th</sup>. The bond is a non-callable 4-year, 1-month bond with a Yield to Maturity of 4.05 percent. This will earn Crestview just over \$160,000 over the life of the bond.

Crestview also had a bond mature on February 12<sup>th</sup>. I had a call with our bond broker on February 9<sup>th</sup> to replace the maturing bond with a new bond. The bond I chose was a \$1 million 5-year noncallable bond with a yield of 4.075. The bond will earn Crestview \$203,750 over the life of the bond.

With the purchase of the bond on February 6<sup>th</sup>, Crestview has \$21 million in investment bonds.

**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 1<sup>st</sup>, 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 25, 2023 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.

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

Crestview approved three change orders: March 27, 2023 for \$38,370 for traffic control on US-36, October 12, 2023 for \$31,817.19 due to increased costs for parts and fuel and \$1,580.15 for pressure testing of the new 12" water main. The total amount for change orders is \$71,767.34.

Crestview issued the payment for pay application #5 in the amount of \$302,212.94 in January 2024.

Crestview's pipeline team is making the connections to our system on both ends of the new pipe this week.

We have been renting various pieces of equipment to complete the project along with purchasing needed fittings and fire hydrants to connect the new pipe to the distribution system.

**BACKFLOW AND CROSS CONNECTION CONTROL RESPONSIBILITY-**

Denver Water has been managing Crestview's and seven other districts' backflow and cross connection program for the past 8 years. Denver Water notified the eight districts in September of 2023 that Denver Water will no longer be managing Crestview's backflow program and the district's will need to manage their own program including reporting to the State.

Denver Water is hosting several trainings to prepare the districts for the upcoming change.

Denver Water did say that they will still help us for questions on unusual property surveys and will still be performing development plan reviews regarding backflow.

**ADAMS COUNTY 70<sup>TH</sup> AVENUE, BROADWAY TO PECOS RECONSTRUCTION PROJECT-**

UPDATE: On Monday, December 4<sup>th</sup>, 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 70<sup>th</sup> 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 70<sup>th</sup> avenue from Pecos Street to Lipan Street and Lipan Street from 70<sup>th</sup> avenue north to 70<sup>th</sup> Place have been approved by Denver Water. The pipeline team will begin potholing the area in preparation for installing the new water main after the completion of the US-36 bore project is completed.

**GOAT HILL EAST ROADWAY RECONSTRUCTION PROJECT-**

Adams County is in the process of gathering pre-design information relating to the reconstruction of the streets including new storm sewer main installations in the Goat Hill East neighborhood. Goat Hill East includes the streets of 65<sup>th</sup> Avenue from Federal Blvd. east to the railroad tracks, 65<sup>th</sup> Place from Federal Blvd. east to the railroad tracks, 66<sup>th</sup> Place from Federal Blvd. east to the railroad tracks, 67<sup>th</sup> Place from Federal Blvd. east to Decatur Street, Decatur Street from 66<sup>th</sup> Place north to 67<sup>th</sup> Place and Clay Street from 64<sup>th</sup> avenue north to 65<sup>th</sup> Place.

Adams County is planning on installing new storm sewer piping and surface brick pavers for the pre-treatment of surface water prior to entering the waterways nearby.

This project could be a struggle as the new storm water piping and brick pavers will occupy a large area of right-of-way. This will create a very tight corridor for our new water main installations in this project.

This project will begin construction sometime in 2026.

**CRESTVIEW'S 75<sup>TH</sup> ANNIVERSARY-**

Crestview's staff has begun the design of the banners that will be part of the celebration. Jessen Eckert is looking into renting a large tent/awning, tables and chairs to be used for our guests.

Crestview's 75<sup>th</sup> anniversary is Sunday, June 30, 2024. The celebration will be held on Friday, June 28<sup>th</sup> from 11:00 to 1:00 at the maintenance facility at 64<sup>th</sup> & 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 project will consist of the following:

**66<sup>th</sup> 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.

**70<sup>th</sup> avenue**, Pecos Street east to Lipan Street and Lipan Street from 70<sup>th</sup> avenue north to 70<sup>th</sup> Place.

**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 13<sup>th</sup> with the balance for the remaining \$13,274.76 due by April 20, 2024.

Travel days are June 9<sup>th</sup> and June 14<sup>th</sup>.

The conference registrations were set up and paid for in January.

The estimated costs to attend the conference are as follows:

<b>AWWA ACE Conference 2024</b>					
	Each	Person	Days	Total	
<b>Air &amp; Hotel</b>				\$ 20,672	
<b>ACE registration</b>					
Terry	\$ 305				
Doak	\$ 180				
Ryszkowski	\$ 180				
Sweeney	\$ 180				
Sanchez	\$ 180				
Laurienti	\$ 180				
Golf Tournament	\$ 600			\$ 1,805	
<b>Rental Car</b>				\$ 705	
<b>Hotel Parking</b>	\$ 40		5	\$ 200	
<b>Food</b>	\$ 150	6	5	\$ 4,500	
<b>Activities</b>	\$ 200	6	5	\$ 6,000	
<b>Paid in 2023</b>					
Partial Air & Hotel				\$ (7,397)	
<b>Charged to 2024 Budget</b>				\$ 26,485	
<b>Grand Total - Estimated</b>				\$ 33,882	

The Board chose to have Directors Doak, Ryszkowski & Sanchez and Mr. Terry attend the AWWA sponsored golf tournament. The cost for the foursome will be \$800. The golf tournament will be on Monday, June 10<sup>th</sup> and will come with a cart, breakfast, lunch and drink tickets.

**Denver Water January purchase**

34,828,000 gallons

Average since 2006 is 36,578,000 gallons

**LEGAL REPORT – ALLISON ULMER**

Ms. Ulmer stated that she has nothing to report

Director Doak made a motion to adopt the following resolution:

**RES # 4 - 24 – BE IT RESOLVED THAT** Bills be paid.

Director Sanchez seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted

**OFFICE DATA -**

The January Office Data was accepted as presented.

*Director Doak asked if the \$1.8m for emergency reserves were in an interest-bearing savings account.*

*Mr. Terry stated that those funds are being held in the district's checking account making the same interest as the other funds in that account.*

*Director Doak suggested that Mr. Terry look into placing the emergency funds into an interest-bearing savings account at the same banking institution as the checking account.*

*Mr. Terry stated that he would get that set up.*

**FINANCIAL REPORT -**

The January Financial Report was accepted as presented.

There being no further business, the meeting was adjourned at 6:03 PM.

Respectfully submitted,

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Danny Sweeney, Secretary/Treasurer