

## **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 10, 2016**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held February 10, 2016 at the office of the District, 7145 Mariposa Street, Adams County, Colorado. The meeting was presided over by President Lee Tomsick. Board Secretary Jill Martin was present to record the minutes.

Members Present:

Lee Tomsick	President
Mike Doak	Vice-President
Jill Martin	Secretary/Treasurer
Henry Dietz	Director
Lori Sakowicz	Director

Also Present:

Mitch Terry	District Manager
Ron Forman	Attorney

The Pledge of Allegiance was recited.

### **MINUTES FOR APPROVAL, JANUARY 27, 2016**

Director Tomsick asked if there were any corrections, deletions, or additions to the Minutes for the January 27, 2016 Board Meeting.

There being no corrections, deletions, or additions, the Minutes for the January 13, 2015 Board Meeting were accepted as presented.

### **DISTRICT MANAGER'S REPORT**

#### **2015 ANNUAL FINANCIAL AUDIT**

The 2015 annual financial audit for the Crestview Water & Sanitation District was performed by Charlie Poysti and Cherry Loftstrom of Poysti and Adams, LLC on February 4-5, 2016. Mr. Poysti will present their findings at the March 9, 2016 regular meeting of the Board.

#### **2016 ELECTION**

The date for the Colorado Special District biennial election is May 3, 2016. Crestview will have two directors whose terms will expire this year. The two Directors up for re-election are Lee Tomsick and Jill Martin. These two positions will be four year terms. Crestview voters have voted to eliminate term limits for directors so both directors are eligible for re-election.

#### **NORTHWEST COMMUTER RAIL PROJECT**

As part of the Northwest Commuter Rail system project, Crestview has six different sites in the project that have either water mains, sewer mains or both relocated to make room for the rail project. Denver Transit Partners is the contractor performing the relocations for RTD. Crestview's 20 inch transmission main that runs along the BNSF railroad tracks from Pecos Street to 64<sup>th</sup> Avenue has been relocated to Pecos Street running north to 64<sup>th</sup> Avenue then west to Little Dry Creek. The construction of the 20 inch transmission main is complete and is now in service. The relocation of both water and sewer mains in 64<sup>th</sup> Avenue at the BNSF railroad tracks is complete. Crestview's two 14 inch water mains that cross Little Dry Creek at 65<sup>th</sup> Place have been replaced with a single 20 inch main.

Crestview's 15 inch sanitary sewer main running parallel to the BNSF tracks from 66<sup>th</sup> Place northwest to Federal Blvd. is complete. The final utility relocation is the 6 inch water main paralleling Federal Blvd. at 69<sup>th</sup> Avenue which was abandoned last week as part of the Federal View IGA with Westminster. Denver Transit Partners has completed the construction of a PRV (pressure reducing valve) assembly at 71<sup>st</sup> and Grove to allow Westminster to supply water to the Federal View subdivision. With the PRV construction complete, water service is now being supplied to the Federal View subdivision through the PRV as of October 29, 2015. The City of Westminster, via the previously mentioned IGA will assume total control of the water and sewer services for the Federal View subdivision effective January 1, 2017.

**BILLS -**

Director Doak made a motion to adopt the following resolution:

**RES #4-16 BE IT RESOLVED THAT** the Bills be paid.

Director Martin seconded the motion.

AYES: Directors Tomsick, Doak, Martin, Dietz and Sakowicz.

NAYS: None.

The resolution was adopted unanimously.

**OFFICE DATA and FINANCIAL REPORT**

The Office Data and Financial Reports were accepted as presented.

**UNFINISHED BUSINESS**

**PROPOSED RADIO READ SYSTEM**

Mr. Terry met with the Representatives from Dana Kepner and Sensus Auto Read. There are over 200 municipalities in the Colorado Front Range who use a radio read system. Sixty systems in the Front Range area utilize the Sensus Radio Read system. A formal proposal will be submitted.

Mr. Terry asked the Board again to consider purchasing the radio read system for the District.

Director Sakowicz made a motion to adopt the following resolution:

**RES # 5-16 – BE IT RESOLVED THAT** the Board of Directors, Crestview Water and Sanitation District has determined that it is in the best interest of the District to purchase and install a drive-by automated meter reading system produced by Sensus Solutions including the purchase of 4,650 radio transmitters to attach to each meter within the district and all the associated hardware and software to create the drive-by automated meter reading system, and

**NOW THEREFORE,** the Board authorizes the District Manager, Mitchell T. Terry, to execute a contract with Dana Kepner Company for the purchase of said Sensus drive-by automated meter reading system at a price of \$703,000.000.

Director Martin seconded the motion.

AYES: Directors Tomsick, Doak, Martin, Dietz and Sakowicz.

NAYS: None.

The resolution was accepted unanimously.

Director Doak asked if there was any information regarding the TOD and Del West developments. There is nothing new to report.

**Public Information**

No news to report.

**Metro Report**

No new information to report.

**NEW BUSINESS**

Adams County Fire Protection has requested a reduced tap fee schedule. The District does not reduce tap fee costs. The Board declined the request as it may set precedence with any future developers.

Mr. Forman inquired if Mr. Terry had heard any news from the Tennyson HOA group. Mr. Terry has not heard from them in the past month.

There being no further new business to come before the Board, a motion was made and seconded to adjourn the meeting. Director Tomsick adjourned the meeting at 7:37 P.M.

Respectfully submitted,

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Jill Martin, Secretary