

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
April 13, 2016

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held April 13, 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
Jill Martin	Secretary/Treasurer
Mike Doak	Vice-President
Henry Dietz	Director
Lori Sakowicz	Director

Also Present:

Mitch Terry	District Manager
Ron Forman	Attorney
Lori Lucero	District Employee
Bob Lucero	Spouse

The Pledge of Allegiance was recited.

LORI LUCERO FIVE YEAR ANNIVERSARY

Lori joined the Crestview staff on April 3rd, 2011 as an office clerk. Lori maintains the operation of the front office including taking payments from walk-in customers, posting payments from the mail and utility payment box and maintains the District's lien list.

MINUTES FOR APPROVAL, March 9, 2016

Director Tomsick asked if there were any corrections, deletions, or additions to the Minutes for the March 9, 2016 Board Meeting.

There being no corrections, deletions, or additions, the Minutes for the March 9, 2016.

Board Meeting were accepted as presented.

DISTRICT MANAGER REPORT

APRIL BIRTHDAYS

Happy April birthday to Board Secretary Jill Martin.

PICKUP TRUCK BID OPENING

Crestview showed three pickup trucks for sale at the Utility Maintenance Facility at 6410 Pecos Street from January 28th through March 25, 2016. On March 28th, Board President Lee Tomsick and District Manager Mitch Terry opened the bids and documented the appropriate bid prices per truck. Also in attendance for the bid opening were Superintendent Patrick Stock and a representative for one of the bidders.

The District received thirteen bids on truck #1, a 2006 Ford F-150 4X4, twelve bids on truck #2, a 2006 Ford F-150 4X4 and nineteen bids on truck #3, a 1996 Ford F-250 2X4. The winning bids were as follows:

Truck #1,	\$10,500
Truck #2,	\$10,500
Truck #3,	\$ 6,650

All of the bidders have paid for the trucks and have taken possession of each also. The results of the bid opening were posted on the District's website through April 8, 2016.

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.

The Ballot order for the two 4 year terms will be on the ballot in this order:

Lee A. Tomsick

Jill K. Martin

Danny Sweeney

There will be no Ballot Issues or Ballot Questions on this Ballot. To finalize the votes, the Designated Election Official (DEO) Mitch Terry, will need to appoint at least one eligible elector of the District and one current Board member to be on the Canvass Board. Mike Doak volunteered to be on the Canvass Board at the March 9th meeting of the Board. Mr. Terry will ask one of the appointed election judges if one of them would also be on the Canvass Board. The Canvass Board will meet between May 4th & May 11th to certify the votes and election.

The certification of the votes is dependent on if there are any Uniformed Overseas Citizen Absentee Voters (UOCAVA) ballots that are outstanding. Only UOCAVA ballots that are received before or on the eighth day after the election will be counted.

Three election judges have been appointed for this election. Former Board President, Minnie Slusarski, district customer Jeri Priest and Mary McGinnis, a friend of Jeri Priest. At the March 9, 2016 meeting of the Board, the Board passed by resolution to pay each election judge \$200.00 for compensation for their service to the District to hold the election. Election judges are required to attend election training and Election Day duties. The election judges are required to be at the polling place (District office) from 6:30 AM to approximately 8:00 PM on May 3, 2016.

The required notice of election was published in the Westminster Window on March 24th. The notice has also been placed on the District's website.

MIDTOWN AT CLEAR CREEK SUBDIVISION

Midtown is in final review for filing 8. Filing 8 will be located at 66th & Pecos Street. Plans for Filing 6 are to be submitted to the District for review within the next six to eight weeks.

CLEAR CREEK VILLAGE TOD

There has been no communication with the District over the past couple months. It is my understanding that the developer is still performing engineering to get be able to serve water to the development and keep the flows adequate for the existing Crestview customers in the area.

CLEAR LAKE SUBDIVISION

The water and sewer plans for the Clear Lake Estates subdivision have been provided to Crestview for review. The water plans have been delivered to Denver Water for their review. Representatives of the development are hopeful to start building homes by mid-summer.

POMPONIO TERRACE

The water and sewer plans for the Pomponio Terrace subdivision were provided to Crestview on March 3rd for our review. The plans were also provided to RG and Associates for their concurrent review. Pomponio Terrace is also hopeful to start building homes by mid-summer.

Denver Water March purchase
33,055,000 gallons
1,066,290 gallons per day
Average since 2006 is 37,142,000

BILLS -

Director Martin made a motion to adopt the following resolution:

RES #11-16 BE IT RESOLVED THAT the Bills be paid.

Director Doak 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

Tennyson Park has provided the updated legal description to proceed with the exclusion from Crestview Water and Sanitation District.

Director Doak made a motion to adopt the following resolution:

RES #12-16 WHEREAS, the Board of Directors of the Crestview Water and Sanitation District (“District”) has determined the following:

(A) Certain territory (the “Exclusion Territory”, as described on attached Exhibit “A”), is located within the boundaries of the District and within the boundaries of the City of Arvada (“City”); and

(B) The District does not provide any water or sanitation services to the Exclusion Territory and will not provide any services hereafter; and

(C) The City provides water and sanitation services to the Exclusion Territory; and

(D) The Exclusion Territory is currently subject to taxation by the District and the City; and

(E) The taxpayers within the Exclusion Territory and the District wish to eliminate this double taxation and have the Exclusion Territory excluded from the District and the District presumes that the City desires the same; and

(F) It is appropriate pursuant to C.R.S, Section 32-1-502 that the Exclusion Territory be excluded from the District; and

(G) Such exclusion would not affect the District Facilities or the District’s continuation of services to the remainder of the District in any way; and

(H) The District’s facilities are more than adequate to continue to provide all current and future services to the remainder of the District; and

(I) The District does not have any facilities within the Exclusion Territory; and

(J) The District does not have any outstanding bonded indebtedness; and

(K) The Exclusion Territory is a minor portion of the total territory of the District and in any event less than 50%; and

(L) Such exclusion would not affect the District in any way other than loss of a minor amount of tax revenue; and

(M) The assessed value of the Exclusion Territory is not greater than the assessed value of the remaining territory of the District and, in fact, is minor in comparison; and

(N) The District’s “Plan” (as referred to in said statute) for continuation of services within the Exclusion Territory is that the District will continue not to provide any services within that area; and

(O) The District expects the City in the near future to adopt a “Plan” (as referred to in said statute) to continue to provide such services within the Exclusion Territory without interruption and also pass a resolution to do so; and

(P) The District also expects the City in the near future to adopt a resolution to pursue the exclusion described in this resolution according to the terms of said statute and then to do so to conclusion; and

(Q) It is in the best interests of the District to authorize and permit the exclusion of the Exclusion Territory from the District, pursuant to said statute; and

NOW, THEREFORE, BE IT RESOLVED THAT as of _____, 2016, the District approves and permits the exclusion of the Exclusion Territory from the District upon the City’s Petition for the same pursuant to C.R.S, Section 32-1-502 and prosecution of same to favorable conclusion. However, if the City fails to fulfill the expectations stated above, this resolution shall be of no force and effect.

Director Sakowicz seconded the motion.

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

NAYS: None.

The resolution was adopted unanimously.

Public Information

No information at this time.

Metro Report

Board members walking through the Northern Treatment plant on April 28, 2016.

NEW BUSINESS

Mr. Terry recommends a rate study to be completed in 2016. He would like to recommend that Raftelis Consultants conduct the study as they have in past years. The Board suggested contacting several consultants and compare price and reports.

Crestview has a notice of claim from Xcel Energy for a broken gas line that occurred during a water main break repair. Crestview may contact our insurance company to proceed with the claim.

Crestview received a dividend in the amount of \$1,327.00 from Pinnacol for the 2014-2015 periods.

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 7:52 P.M.

Respectfully submitted,

Jill Martin, Secretary