

---

**RECORD OF PROCEEDINGS**

---

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
THE CRESTVIEW WATER AND SANITATION DISTRICT  
ADAMS COUNTY, COLORADO  
**June 8, 2016**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held June 8, 2016 at the office of the District, 7145 Mariposa Street, Adams County, Colorado. The meeting was presided over by President Mike Doak. Board Secretary Danny Sweeney was present to record the minutes.

Members Present:

Mike Doak	President
Jill Martin	Vice-President
Danny Sweeney	Secretary/Treasurer
Henry Dietz	Director
Lori Sakowicz	Director

Also Present:

Ron Forman	Attorney
Mitch Terry	District Manager

The Pledge of Allegiance was recited.

**PUBLIC COMMENTS**

There was no one of the public present.

**MINUTES FOR APPROVAL, May 11, 2016**

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the May 11, 2016 Board Meeting.

There being no corrections, deletions, or additions, the Minutes for the May 11, 2016 Board Meeting were accepted as presented.

**JUNE BIRTHDAYS**

Happy June birthday to District Foreman Randy Ferguson, District Engineer Clarice O'Hanlon and District maintenance worker Donovan Norton.

**NEW MAINTENANCE EMPLOYEE**

Joe Martinez will be joining the Crestview maintenance team on June 13, 2016 as an entry level maintenance worker. Joe comes with several years of building maintenance experience including the operation of heavy equipment.

**SEASONAL EMPLOYEE**

The District has hired a seasonal employee for the summer of 2016, Michael Hoff. Crestview hired Michael last year and we are pleased to have him back this year.

**2016 SDA REGIONAL WORKSHOP "Foundations for an Effective District...All the Basics and More**

On June 16, 2016, the Special Districts Association (SDA) and Collins Cockrel and Cole PC will be hosting this instructive and enlightening half-day workshop to assist Board Members in learning about their statutory responsibilities. The SDA believes that this training is critical for new and existing board members. Danny Sweeney and Mitch Terry will be attending the workshop.

Workshops like these are pre-cursors to the Special District Association annual conference held every September. The annual conference is held to help Board Members and Essential District Personnel learn more about how districts operate.

This year's SDA Annual Conference will be held in Keystone, Colorado September 21st through 23rd. The District has sent all five directors and the District Manager each year for many years.

**SPECIAL DISTRICT ASSOCIATION ANNUAL CONFERENCE 2016**

It's that time of year again to start looking at our calendars to prepare for the annual SDA Conference in Keystone. The conference will be held September 21-23, 2016. Mr. Terry will be

setting up accommodations after the June 8, 2016 Board meeting after each Board member has indicated if they will be able to attend. Mr. Terry would like to have Crestview's Office Manager, Tania Arnold attend this year's conference as she and Crestview would benefit by her attending the conference.

#### MIDTOWN AT CLEAR CREEK SUBDIVISION

Midtown is currently installing the sanitary sewer and storm sewer mains in filing 8. Filing 8 is located at 66<sup>th</sup> & 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 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 begin installing underground utilities by July first. Clear Lake has also requested that Crestview's Board approve by resolution (enclosed) an overlap agreement allowing the proposed North Pecos Metropolitan District to be formed to allow for installation of underground utilities. Once constructed and after the two year final acceptance warranty period, the water and sanitary sewer mains installed by the metro district will be dedicated to Crestview at no cost.

Director Martin made a motion to adopt the following resolution:

### **RESOLUTION NO. 17-16**

#### **A RESOLUTION CONSENTING TO THE ORGANIZATION OF THE NORTH PECOS METROPOLITAN DISTRICT**

WHEREAS, Section 32-1-107(2), C.R.S., provides that no special district may be organized wholly or partly within an existing special district providing the same services;

WHEREAS, Section 32-1-107(3)(b)(IV), C.R.S, provides that an overlapping special district may be authorized to provide the same service as the existing special district if, among other requirements, the Board of Directors of the existing special district consents to the overlapping special district providing the same service;

WHEREAS, the territory set forth on **Exhibit A** (as attached hereto and incorporated herein by this reference) (the "Property") has been included within the boundaries of the Crestview Water and Sanitation District ("CWSD");

WHEREAS, the Property constitutes a portion of the proposed Villas Metropolitan District ("Metro District") commonly known as Clear Lake Estates, which overlaps with the boundary of CWSD;

WHEREAS, CWSD provides water and wastewater services to areas within and without its boundaries;

WHEREAS, the proponents of the proposed Metro District desire to include within its Service Plan the power to finance, construct and/or acquire certain water, sanitation, and wastewater treatment facilities to be constructed within the Property, which facilities shall immediately upon completion be conveyed to CWSD for future operation, maintenance, repair and replacement (the "Facilities");

WHEREAS, the Facilities to be provided by the Metro District will not duplicate or interfere with any other improvements or facilities already constructed or planned within or without the overlap area;

WHEREAS, upon conveyance of the Facilities to and final acceptance thereof by CWSD, the Metro District shall not be empowered to provide water and or wastewater services and facilities to the Property, which services and facilities shall be provided by CWSD;

WHEREAS, the proponents of the Metro District have requested the consent of CWSD to the overlap so that the Metro District may provide for the financing, acquisition and/or construction of the Facilities; and

WHEREAS, on the terms and conditions set forth below, CWSD is willing to consent to the Metro District's limited overlapping powers as more particularly described herein and in the Metro District's Service Plan.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Crestview Water and Sanitation District that:

1. Pursuant to Section 32-1-107(3)(b)(IV), C.R.S., CWSD hereby consents to the Metro District having authority to provide for the acquisition and construction of certain facilities, as more particularly described in the Metro District's Service Plan.

2. Notwithstanding any provision in the Service Plan to the contrary, Metro District shall only have the ability and authority to construct and finance, or cause to be constructed and financed, the Facilities contemplated by the Service Plan, which are to be located within the Property. All such infrastructure within the boundaries of the Property and associated appurtenances that may be constructed and financed, or caused to be constructed and financed, by Metro District shall ultimately be owned, operated, and maintained by CWSD upon completion and final acceptance thereof by CWSD.

3. If the Metro District is not formed by December 31, 2016, this Resolution shall be deemed void and of no effect.

Director Dietz seconded the motion.

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

NAYS: None.

The resolution was adopted unanimously.

#### POMPONIO TERRACE

The water and sewer plans for the Pomponio Terrace subdivision were provided to Crestview on March 3, 2016 for our review. The plans were also provided to RG and Associates for their concurrent review. Some of the plans will need to be reviewed again as the builder has requested lot size changes thus causing a redesign of the subdivision. Pomponio Terrace is also hopeful to start building homes by mid-summer.

#### BAKER APARTMENTS

The Baker Apartment development is hopeful to break ground by the end of October 2016.

Denver Water May purchase

41,202,000 gallons

1,287,563 gallons per day

Average since 2006 is 51,947,000

Crestview is approximately 27 million gallons behind average for the first five months.

**BILLS -**

Director Martin made a motion to adopt the following resolution:

**RES #18-16 BE IT RESOLVED THAT** the Bills be paid.

Director Sakowicz seconded the motion.

AYES: Directors Doak, Martin, Sweeney, 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**

Public Information

No new information to report.

Metro Report

No news to report.

**NEW BUSINESS**

There being no further new business to come before the Board, a motion was made and seconded to adjourn the meeting. Director Doak adjourned the meeting at 7:46 P.M.

Respectfully submitted,

---

Danny Sweeney, Secretary