
RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
January 25, 2017

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held January 25, 2017 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 were no comments made.

MINUTES FOR APPROVAL, December 14, 2016

Director Doak Asked if there were any corrections, deletions, or additions to the Minutes for the December 14, 2016 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the December 14, 2016 meeting of the Board were accepted as presented.

MINUTES FOR APPROVAL, January 11, 2017

Director Doak Asked if there were any corrections, deletions, or additions to the Minutes for the January 11, 2017 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the January 11, 2017 meeting of the Board were accepted as presented.

DISTRICT MANAGER REPORT

2016 ANNUAL FINANCIAL AUDIT-The 2016 annual financial audit for the Crestview Water & Sanitation District was performed by Charlie Poysti and Cherry Lofstrom of Poysti and Adams on January 19 and 20, 2017. Mr. Poysti will present their findings at the March 8, 2017 regular meeting of the Board.

BREAKFAST WITH DENVER WATER GENERAL MANAGER REMINDER

Denver Water will be hosting a distributor breakfast with Jim Lochhead, members of the Board and Executive Team from 7:30 to 9:00 on Thursday, February 2, 2017. This is an excellent opportunity to talk with Jim and his Executive Team about topics that are important to you, while also getting an update from Jim about key Denver Water initiatives. Board Secretary, Danny Sweeney and Mitch Terry will attend.

METRO WASTEWATER SEWER CONNECTION CHARGE (SCC) LETTER-It is recommended that the Board enter into executive session to get legal counsel and to also discuss negotiations regarding Metro Wastewater Sewer Connection Charges at this time. Director Doak suggested to wait to go into executive session until after the presentation of the Manager's report.

CLEAR CREEK VILLAGE TOD- Nothing new to report.

MIDTOWN AT CLEAR CREEK SUBDIVISION-Plans have been presented to Crestview detailing the creation of Filing 9 to be constructed on the southwest corner of Pecos Street and West 68th avenue. The new Filing will have 53 new units.

CLEAR LAKE SUBDIVISION-nothing new to report.

POMPONIO TERRACE-The water and sewer plans for the Pomponio Terrace subdivision were provided to Crestview for our review. The plans were also provided to RG and Associates for their concurrent review. The utility plans have been reviewed by Crestview staff and also by RG and Associates staff. All comments have been addressed satisfactorily. The water portion of the plans has been re-submitted to Denver Water for a second review. Pomponio Terrace is hopeful to start installing utilities early in 2017. Four easements that were signed by Crestview's President and Secretary in 2016 did not meet Denver Water's requirements and needed to be reprinted and re-signed. Once the revised easements are signed, Pomponio Terrace will get them re-recorded at Adams County then presented to Denver Water so that the water plans can be finally approved by Denver Water.

BAKER APARTMENTS-nothing new to report.

Public Information

Crestview's website has been down for about two weeks. Many customers have been calling to let us know that the website is down. Birch communications was hosting our website and stopped hosting once we transferred our internet and phone service to Comcast. The new hosting company will be set tomorrow to get the website back up and running.

Crestview's Citizen's Link Portal will be plugged into our website soon. We are hoping for a mid-February start-up.

Metro Report

Director Martin will no longer be available to represent Crestview at the Metro Wastewater meetings. Crestview will need to find a replacement. No one on Crestview's Board is able to attend the Thursday morning meetings and discussed possibly recruiting a former director to sit as Crestview's representative to Metro's Board. The Board chose to pay the new Metro director \$50.00 to present their metro report to Crestview's Board. Mr. Terry will contact former Board members to see if any of them would serve. Director Doak said he would attend the next meeting if no one volunteers. Crestview's Agenda can be rearranged to allow the Metro attendee to present early in the Crestview meeting of the Board.

NEW BUSINESS

Crestview's Office Manager, Tania Arnold resigned on January 24, 2016 to better attend her family. One of Crestview's office clerks, Savannah Sanchez also has left Crestview. Savannah ended her employment on January 12, 2016. Crestview has hired Robert "Bob" Russell to replace Savannah Sanchez as office clerk. Lori Lucero will be the acting Office Manager.

Mr. Terry indicated that he will be contacting Paychex on January 26th to inquire about having Crestview's payroll processed by them. Director Doak agreed with contacting Paychex and that having payroll outsourced, it would save the district money in the long run.

UNFINISHED BUSINESS

Director Doak asked if someone would make a motion to enter into Executive Session per C.R.S. §24-6-402(4)(b), to receive Legal Counsel regarding the previously mentioned Metro Wastewater Sewer Connection Charge (SCC) Letter.

Director Dietz made a motion to go into executive session

Director Sakowicz seconded the motion.

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

Nays: None.

The Board entered into Executive Session at 7:15

The Board exited the Executive Session at 7:40

The Board discussed the possibility of disputing an unemployment claim by former employee Savannah Sanchez.

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