

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
April 12, 2017

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held April 12, 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
Ron Sanchez	District representative-Metro
Pat Laurienti	Fire Chief, Adams County Fire & Rescue
Kelly Duke	Legal Counsel, Adams County Fire & Rescue

The Pledge of Allegiance was recited.

PRESENTATION TO EXCLUDE FROM DISTRICT

Adams County Fire & Rescue District (ACFRD) Fire Chief Pat Laurienti and Kelley Duke, attorney for Adams County Fire and Rescue were present to submit to the Board to have the property located at 6901 Pecos Street / 1740 Jordan Drive exclude from the Crestview Water and Sanitation District due to excessive costs nearing \$96,000 associated with constructing needed water mains to connect to Crestview's water distribution system based on Denver Water construction and engineering requirements. Ms. Duke stated Section 501 of Title 32 of the Colorado Revised Statutes allowing Districts to include into or exclude out of an existing District. ACFRD is desiring to connect to the North Pecos Water and Sanitation District. A connection to North Pecos Water and Sanitation District would cost approximately \$24,000. Crestview's Board was in agreement to allow the ACFRD to exclude from Crestview. An official petition will be presented at future Crestview board meetings for approval by resolution.

PUBLIC COMMENTS

There were no comments made.

MINUTES FOR APPROVAL, FEBRUARY 8, 2017

Director Doak Asked if there were any corrections, deletions, or additions to the Minutes for the March 8, 2017 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the March 8, 2017 meeting of the Board were accepted as presented.

METRO REPORT-RON SANCHEZ

Mr. Sanchez reported that Metro needs to replace four of 8 digesters located at the Robert Hite Treatment facility. Metro is currently performing a study to determine what they can do to help revitalize the Platte River along with other local entities interested in investing in the project. Mr. Sanchez has inquired about Metro’s pension fund also.

DISTRICT MANAGER REPORT

SEWER BACKUP AT 2855 W 64TH AVE.-On Friday, February 10th, Crestview maintenance staff was called out to a sewer backup at 2855 W. 64th Ave. It was determined that a 15 inch sewer main marked as abandoned in the 70’s wasn’t fully abandoned. It was discovered through the investigation that the service for 2855 W. 64th avenue was tapped onto the “abandoned” main. In 2006, during the installation of a new 8 inch water main in 64th avenue, the “abandoned” main was cut and capped to allow the new water main to continue on to the west. During the investigation, it was determined that the abandoned main was actually in service and allowing the sewer flows from 2855 to flow into the sewer main in 64th avenue. The “abandoned” main then ultimately acted as a sort of septic tank allowing the sewer from 2855 to be stored in it until ultimately it backed up into their sand traps and floor drains. After the discovery that the “abandoned” main was truly abandoned in 2006 and no longer usable, it was decided to hire Brannan Construction to create a new tap and sewer service for 2855 W. 64th avenue to drain the sewer flows into the main in 64th avenue. The work is complete and the old main has been vacuumed out as well as possible. I contacted Crestview’s insurance company and started a claim for the bills from the property owner for pumping out their sand traps and also for the construction. I have received the invoice from Brannan Construction for the replacement of the service line. Total cost was \$34,413.76. The invoice has been paid by Crestview. Crestview’s insurance claim for recovery of the \$34,413.76 was denied.

DUMP TRUCK SALE-Crestview displayed the 2001 Freightliner tandem axle dump truck for sale at 64th avenue and Pecos Street and posted it for sale on Craigslist from March 1st and held the bid opening on April 3rd at 2:00 PM at the district office. District Board President, Mike Doak, District Manager, Mitch Terry and District Superintendent, Patrick Stock were in attendance at the bid opening. The anticipated value was from \$15,000 to \$25,000. As large trucks go, they are all considered to be “custom” so obtaining a blue book value was not possible.

Crestview received eleven bids.

The bids were:

- \$26,153
- \$21,550.55
- \$20,500
- \$17,100
- \$15,550
- \$15,259
- \$15,000
- \$13,500
- \$8,800
- \$7,986.98
- \$4,000

The winning bid was \$26,153 by DTI Trucks. The truck has been paid for and has been transferred to the new owner.

SDA REGIONAL TRAINING WORKSHOPS-The Special District Association is once again holding its annual Board Member and District Manager workshop. There are several dates that they will be hosting the workshop. If any Director is interested in attending the workshop, please look at the dates below and let me know which date would work best for you. I will attend the workshop with any director that wants to attend.

- Evergreen- Thursday, June 8
- Fountain- Monday, June 12
- Durango- Tuesday, June 13
- Grand Junction- Wednesday, June 14

Vail- Thursday, June 15
Granby-Friday, June 16
Denver, Monday, June 19
Brighton, Tuesday, June 20
Windsor, Thursday, June 22

No Board members nor the District Manager will be attending.

RADIO READ METERS-Crestview's maintenance team is currently installing the radio read transmitters in the Cycle 1 billing area. Cycle 1 is the area at the far north end of the district. The crew has installed to date nearly 800 meter transmitters. We are hopeful to get all of the meters in the district installed by mid-summer.

CLEAR CREEK VILLAGE TOD- The engineer for the Clear Creek Village TOD has been in contact with representatives of Denver Water to discuss what changes to Crestview's system need to be done and who is to pay for them in order for their project to get back on track.

MIDTOWN AT CLEAR CREEK SUBDIVISION-The water and sewer plans for Filing 6 have been presented to Crestview and Denver Water for final review. Filing 8 is still in review. A neighborhood meeting for Filing 9 & 10 will be held on Thursday, April 13 from 6:30 to 8:00 at FM Day elementary in the cafeteria.

POMPONIO TERRACE-The water plans have been resubmitted to Crestview and Denver Water. Dirt work has begun on site. A construction meeting was held on April 7, 2017 in preparation for the construction of the new 16 inch water main to supply the project from 68th & Zuni St. Pomponio Terrace's proposed 16 inch water main is designed to be constructed within the current 70th Avenue Right of Way owned by Adams County. At this time, it isn't certain that 70th Avenue from federal Blvd. east to Zuni Street and Zuni Street from 70th Avenue south to 68th Avenue is going to stay in its current configuration. Crestview is needing either an Intergovernmental Agreement with Adams County to protect Crestview from monetary damages if these two streets are relocated or realigned for drainage causing Crestview's water main to be relocated or have the Pomponio Terrace create an indemnity letter protecting Crestview.

BAKER APARTMENTS-nothing new to report.

CLEAR LAKE SUBDIVISION-nothing new to report.

Denver Water March purchase
35,409,000 gallons
1,142,226 gallons per day
Average since 2006 is 36,770,000

BILLS -

Director Martin made a motion to adopt the following resolution:

RES #8-17 BE IT RESOLVED THAT the Bills be paid.

Director Sweeney seconded the motion.

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

NAYS: None.

The resolution was adopted unanimously.

OFFICE DATA

The Office Data was accepted as presented.

FINANCIAL REPORT

The Office Data was accepted as presented.

UNFINISHED BUSINESS

Metro Overcharge for specific Midtown Sewer Connection Charges

On March 21, 2017, Crestview attorney, Ron Forman met with Metro’s attorney. Metro agreed to cut Crestview a check for the full amount plus interest to be returned to specific Midtown builders. Crestview has received the check for \$457,653.39 and has deposited it into an “escrow” account. A reimbursement letter to the developers is being drafted by Mr. Terry and will be reviewed by Mr. Forman.

Customer bill review

Director Dietz provided the Board with a bill that a customer had put in Director Dietz’s mail box showing that he paid \$127.43 in cash on January 25, 2017. The customers February statement shows that the customer paid \$190.88 as of February 1, 2017 and now has a credit of \$63.45. There was no other information provided to Director Dietz or the Board to indicate any other activity on the account. Director Dietz is concerned that the office personnel are not assigning the correct amounts to each account and that there is a possibility that other customers are also having their payments entered incorrectly. Director Dietz also voiced concerns about the drawer not being balanced daily and wanted to know how the District’s finances can balance at the end of the month. Mr. Terry stated that the drawer is balanced to zero twice daily. If there were imbalances in the amounts collected and the amounts posted to accounts, the error would be caught and corrected before close of day, each day. Mr. Terry stated that the payment would be researched the morning of March 9th to determine what exactly occurred with this customer’s payment. Mr. Terry will provide an explanation at the April 12, 2017 meeting.

On March 9th, 2017 it was determined that a second payment to this customer’s account was made via Crestview’s website payment system on February 1, 2017 in the amount of \$63.45. This additional payment created a credit of \$63.45 into this customer’s account.

It was also discovered that a second customer paid his bill of \$63.45 on Crestview’s website but entered his account number incorrectly and inadvertently paid into the first customer’s account. Crestview office staff credited customer number 2 the \$63.45 and provided customer number 1 a letter to explain the transactions and that he needed to pay the \$63.45 as part of his next bill.

NEW BUSINESS

Crestview’s three new F-150 pickups are in town and will be picked up on Friday, April 14th. The trucks being replaced will be readied for closed bid sale next week.

1. Public Information
Crestview’s 2016 Financial Audit will be posted in the Westminster Window on April 27th and May 4th as required by the State of Colorado.
2. Denver Water’s 2016 Water Quality Report will be posted on Crestview’s website in early May.

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 7:36 P.M.

Respectfully submitted,

Danny Sweeney, Secretary