

**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  
**JANUARY 24, 2018**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held January 24, 2018 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**-No one from the public was present

**MINUTES FOR APPROVAL, JANUARY 10, 2018**

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the January 10, 2018 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the January 10, 2018 meeting of the Board were accepted as presented.

**DISTRICT MANAGER'S REPORT**

**2017 ANNUAL FINANCIAL AUDIT**-The 2017 annual financial audit for the Crestview Water & Sanitation District will be performed by Charlie Poysti of Poysti and Associates on February 15 and 16, 2018. Mr. Poysti will present his findings at the March 14, 2018 regular meeting of the Board.

**2018 ELECTION**-The date for the Colorado Special District biennial election is May 8, 2017. Crestview will have three directors whose terms will expire this year. The three Directors up for re-election are Henry Dietz, Mike Doak and Lori Sakowicz. These three positions will be four year terms. Crestview voters have voted to eliminate term limits for directors so all three directors are eligible for re-election.

**PINNACOL WORKER'S COMP 2017 AUDIT**- Pinnacol has contacted our office to gather 2017 salary information to assess whether or not to adjust the 2017 premium. After reviewing Crestview's reported 2017 payroll and assessing each employee's job duties, Pinnacol will be issuing Crestview a \$5,647 refund.

**2017 SEWER MAIN REHABILITATION PROJECT**- The 12" & 15" lines are being lined currently and will be completed on or around January 15<sup>th</sup>. The 8" sewer mains have all been lined. The 8" sewer main linings started the week of Dec. 18<sup>th</sup>. There have been instances of the cuttings (coupons) of the service connections for each home not being caught as the main is being cleaned. These coupons have been getting sucked into the piping at the District's sewer lift station causing our crews to have to disassemble the piping to remove the coupons. Crestview will be deducting the costs for material and labor for the work that was performed to remove the coupons. Insituform will be invoicing us after all work has been completed.

NORTHGATE WATER DISTRICT- Denver Water has approved the plans for the water main along Federal Blvd. Work to install the main should start within a month or so. Three services are all that remain connected to the Northgate Water District's water main. These three services are for Goodwill, Autozone and the gas station all located south of 70<sup>th</sup> avenue along Federal Blvd.

Once the new main is installed, the final three services will be transferred, thus completing the total transfer of service from Northgate Water to Crestview Water. A bill of sale will need to be signed by both Boards from Northgate and Crestview and will be presented for signature at the first regularly scheduled meeting of the Board after the transfer of all water services have been made.

POMPONIO TERRACE- As part of the Pomponio Terrace development, the developer is being required to replace sections of Crestview's existing sewer mains that collect sewer from the northern part of the district and also the homes within their development. One section in particular runs under Little Dry Creek, the BNSF railroad tracks and the RTD commuter rail tracks. The developer is currently trying to determine how to replace this section or possibly install a new sewer main that would parallel Little Dry Creek on the north side. If a new sewer main is installed on the north side of the creek, it would eliminate the need to replace the sewer main under the tracks and also having to upgrade two other restrictions downstream. Conversations between the Pomponio Terrace developer and the proposed developer of the parcel of land north of 70<sup>th</sup> avenue north to 72<sup>nd</sup> are being held to discuss cost sharing in the installation of the proposed sewer outfall line needed as part of the Pomponio Terrace development. I met with the developer of the Pomponio Terrace subdivision on Friday, January 19, 2018. He asked me to ask the Board to consider facilitating a cost sharing/reimbursement agreement to help them mitigate some of the costs of the new 16 inch water main and proposed 18 inch sewer main serving their project.

Pomponio Terrace estimates that the combined costs of the 16 inch water main that was already installed, the proposed sewer main and a 650 linear foot length of 6 inch water main in Federal Blvd. south of 67<sup>th</sup> Place to be \$4,000,000. The Pomponio Terrace subdivision consists of 245 residential units. The proposed Northgate development will have an estimated 800 residential units and a proposed Goodwill property development of 400 units would all share in the benefits of these new mains. The proposal would be equal to \$4,000,000 divided by 1,445 units equaling \$2,770 per unit to be added to Crestview's fees when water and sewer taps are purchased by the Pomponio Terrace, Northgate or Goodwill developments. Crestview would then forward a portion of these collected funds to Pomponio Terrace and Northgate as reimbursements for their costs in installing the required mains.

THE BOARD AGREED TO ALLOW THE COST SHARING AGREEMENT, IN IGA FORM, TO BE CREATED. THE POMPONIO TERRACE LEGAL COUNSEL WILL NEED TO CREATE THE AGREEMENT THEN HAVE CRESTVIEW'S ATTORNEY REVIEW THE AGREEMENT PRIOR TO BOARD ACCEPTANCE.

MIDTOWN/BROOKFIELD RESIDENTIAL 20 INCH WATER MAIN DISCUSSION-On January 11, 2018, I met with representatives from the Midtown/Brookfield Residential development, Chris Petro and Mike Pietschmann. Mr. Petro and Mr. Pietschmann requested that I discuss with the Board any possible reimbursement to Brookfield for the Crestview required replacement of its two 14 inch water mains with a new 20 inch water main on the west edge of the Midtown development. They had two proposals; have a time limited cost reimbursement from any developer that connects to Crestview's system attached to Crestview's tap fees or to have Crestview assist in direct funding as part of a capital improvement expense. I indicated that I would speak to the Board on January 24<sup>th</sup> at their regular meeting.

THE BOARD AGREED TO REIMBURSE BROOKFIELD RESIDENTIAL \$207,473 IN 2019 BASED ON THE ENCLOSED COST COMPARISONS FROM THE CURRENT CONTRACT TO INSTALL THE 20 INCH WITH THE COSTS OF INSTALLING AN 8 INCH MAIN THE SAME LENGTH. A COST RIMBURSEMENT RESOLUTION INCLUDING A LEGAL DESCRIPTION OF THE LOCATION OF THE WORK WILL BE ADOPTED DURING THE FEBRUARY 14, 2018 BOARD OF DIRECTORS MEETING.



720.283.6783 Office  
 1500 West Canal Court  
 Littleton, Colorado 80120  
**R. REDLAND.COM**

**Midtown Filing 6**  
**Zuni Street Waterline Cost Comparison**  
**Opinion of Probable Cost Estimate**  
 Date: 01/23/2018  
 JN: 10015.14

	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
<b>20" Water</b>				
Connect to Existing Main	2	EA	\$4,670.00	\$9,340
20" C-905 CL 150	1,445	LF	\$102.00	\$147,390
20" Butterfly Valve w/ Vault	2	EA	\$37,640.00	\$75,280
20" Butterfly Valve Direct Bury	1	EA	\$16,600.00	\$16,600
20" Air Vac	1	EA	\$15,648.00	\$15,648
20" - 45° Bend w/ Kick Block	2	EA	\$4,118.00	\$8,236
20" - 22.5° Vertical Bend w/ Kick Block	2	EA	\$2,210.00	\$4,420
20" - 11.25° Vertical Bend w/ Kick Block	2	EA	\$1,865.00	\$3,730
20" x 20" Tee	1	EA	\$3,399.00	\$3,399
20" x 8" Tee	2	EA	\$2,498.00	\$4,996
20" Temp. Blowoff/Cap	1	EA	\$2,552.00	\$2,552
			<b>20" Water Subtotal</b>	<b>\$291,591</b>
<b>8" Water</b>				
Connect to Existing Main	2	EA	\$4,670.00	\$9,340
8" C-900 CL 150	1,445	LF	\$32.00	\$46,240
8" Gate Valve	3	EA	\$2,224.00	\$6,672
8" Air Vac	1	EA	\$15,648.00	\$15,648
8" - 45° Bend w/ Kick Block	2	EA	\$428.00	\$856
8" - 22 1/2° Vertical Bend w/ Kick Block	2	EA	\$428.00	\$856
8" - 11 1/4° Vertical Bend w/ Kick Block	2	EA	\$428.00	\$856
8" x 8" Tee Fitting	3	EA	\$442.51	\$1,328
2" Temp. Blow off	1	EA	\$2,322.00	\$2,322
			<b>8" Water Subtotal</b>	<b>\$84,118</b>
			<b>Total Cost Difference</b>	<b>\$207,473</b>

**BILLS –**

No Bills were presented at this meeting.

**OFFICE DATA**

No Office Data were presented at this meeting.

**UNFINISHED BUSINESS**-Nothing new to report

**NEW BUSINESS**-Chris Bateman of Time Value Investments has presented to Mr. Terry an opportunity for Crestview to invest \$1,000,000 in an eleven month bond yielding 1.75%. At the end of the eleven months, after paying the required accrued interest of \$388.89, Crestview would yield \$17,111.11 if the Board elects to purchase the bond. The bond name is FHLB 1<sup>3</sup>/<sub>4</sub> 01/18/19.

Director Martin made a motion to adopt the following resolution:

**RES. # 3 -18** **WHEREAS** the Board of Directors of the Crestview Water and Sanitation District has determined that it is desirable for the District to seek maximum possible investment income on its accumulated funds, and

**WHEREAS**, with advice of legal counsel, the Board has determined that an investment through Time Value Investments, Inc., of Seattle, Washington (TVI) in bonds approved in the Colorado Revised Statutes is a permissible and appropriate investment for a Colorado Special District; and

**WHEREAS**, the Board has determined that such investment may provide additional investment income beyond what is being obtained through current investments;

**NOW, THEREFORE, BE IT RESOLVED THAT** the District will make an investment in one approved bond (FHLB 1<sup>3</sup>/<sub>4</sub> 01/18/19 yielding 1.75%) through TVI as described above in the initial amount of \$1,000,388.89 (one million three hundred eighty-eight dollars and eighty-nine cents).

Director Sakowicz seconded the motion.

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

NAYS: None.

The resolution was adopted unanimously.

MR. TERRY WILL PURCHASE THE BOND ON JANUARY 25, 2018.

**PUBLIC INFORMATION**-The February 1<sup>st</sup> edition of the Westminster Window will detail Crestview's Call for Nominations for the upcoming May 8<sup>th</sup> regular election. The District's website has been fully updated for 2018.

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 7:28 P.M.

Respectfully submitted,

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Danny Sweeney, Secretary