

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
December 12, 2018

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held December 12, 2018 at the office of the District, 7145 Mariposa Street, Adams County, Colorado. The meeting was presided over by Board 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
Tom Ryszkowski	Director
Everett Patterson	Director

Also Present:

Mitch Terry	District Manager
Ron Forman	Attorney
Ron Sanchez	Metro Report

THE PLEDGE OF ALLEGIANCE WAS RECITED

PUBLIC COMMENTS

No one from the public was present

METRO REPORT, RON SANCHEZ

- A salary study was performed, all employees got a 2% raise, some got a 4% raise and the new Metro attorney got a 9.5% raise.
- Healthcare benefits meeting is being held soon to perform a review of the costs and benefits of employee benefits. A lot is still in executive session which is why Metro won't release any information until the details become final.
- Capital Improvements on site at the main plant are progressing. It will cost the Metro District about \$51 Million to complete the Improvements which are funded from the general fund instead of long term bonds.
- Northern treatment plant was shut down for 1 day for screen cleaning.

MINUTES FOR APPROVAL, November 14, 2018

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the November 14, 2018 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the November 14, 2018 meeting of the Board were accepted as presented.

Director Sweeney made a motion to adopt the following resolution:

RES # 41-18 - BE IT RESOLVED THAT the minutes for November 14, 2018 are accepted as presented

Director Martin seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was adopted unanimously.

DISTRICT MANAGER’S REPORT

2019 FINAL ASSESSED VALUATION-The Crestview Water & Sanitation District has received the Final 2018 Certified Valuation of the District from the Adams County Assessor’s office. After being supplied this information, Charlie Poysti of Poysti & Associates, LLC completed the calculations for the 2019 Mill Levy and determined that the water & sewer mill levy will be 3.905 mills and the sewer only mill levy will be 0.457 mills. The total combined property taxes to be paid to the District will be \$649,522.00 in 2019. The 2018 mill levies being paid to the District total \$658,788.00. 2019 will see a decrease of \$8,266.00. 2018 saw a decrease from 2017 of 28,144.00. The Crestview Water & Sanitation District 2019 Budget was adopted at the October 24, 2018 Budget Public Hearing. The final mill levy amounts were inserted into the 2019 Budget. The Budget will be sent out to the Division of Local Governments, Adams County Commissioners and Adams County Clerk and Recorder on December 13, 2018 as required by state statute.

Director Ryszkowski made a motion to adopt the following resolution:

RES. # 42 -18 BE IT RESOLVED AND CERTIFIED to the County Commissioners of Adams County, Colorado that the tax levies to be assessed upon property within the limits of the Crestview Water and Sanitation District, excluding the Park Terrace Subdivision, for the year 2019 as determined and fixed by the Board of Directors of said District on December 12, 2018 are:

General Operating Expense: 3.905 mills

AND BE IT FURTHER RESOLVED AND CERTIFIED to the County Commissioners of Adams County, Colorado that the tax levies to be assessed upon property within the Park Terrace Subdivision and other sewer only customers of the Crestview Water and Sanitation District for the year 2019 as determined and fixed by the Board of Directors of said District on December 12, 2018 are:

General Operating Expense 0.457 mills

AND BE IT FURTHER RESOLVED that the appropriate authorities are hereby authorized and directed to extend said levies upon their tax list.

Director Martin seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was adopted unanimously.

PINNACOL WORKER’S COMP REFUND-Crestview received a dividend of \$8,149.00 due to lower claims by all members in 2018. Crestview’s Experience Modification Factor went up from 1.10 for 2018 to 1.36 for 2019 based on a continued claim. This modification Factor should decrease for 2020 if the continued claim closes in 2019.

CEBT DIVIDEND-Crestview will be receiving a dividend from surplus monies within CEBT (Colorado Employers Benefit Trust) Crestview’s health care provider. The dividend comes in the form of \$626 for each employee in the program. The dividend totals \$12,520.

2018 WATER MAIN REPLACEMENT PROJECT-Crestview’s pipeline replacement crew is currently performing pre-excavation potholing to determine the location of existing utilities that may interfere with the excavation of the trench for the new water main. Installation of the new water main will commence within the next week or so.

The Water Main Replacement Crew has been renting a brand-new excavator from Honnen Equipment, more specifically, a 2018 John Deere 135 G excavator with rubber tracks and now with 211 hours on it for \$4,500 per month. Honnen has provided a Rental Applied amount of \$8,910.30 for Crestview if we chose to purchase the machine. Larry and I have been talking about asking the Board to allow us to purchase the excavator. At \$4,500 per month for 12 months, the annual charge for renting the excavator is \$54,000. Honnen has provided us with a proposal to purchase the excavator for \$157,789.70 plus an 84-month extended warranty for \$3,432 for a grand total of \$161,221.70. Honnen also provided comparison units for the Board to review. A 2015 with 2367 hours for \$120,500. This unit has steel tracks. Another 2015 with 2403 hours for \$170,000, a 2017 with 945 hours for \$181,500 and a 2014 with 730 hours for \$143,000. This unit also has steel tracks and is in San Antonio, Texas. Extra cost would be added for transportation to Colorado. To sum up what I

am talking about, at \$4,500 per month and purchasing the excavator for \$161,221.70, it would take just under three years to break even. With all that said, I am requesting the Board to allow Crestview to purchase the excavator that our crew has been using for a total amount of \$161,221.70.

Director Patterson made a motion to adopt the following resolution:

RES # 43-18 BE IT RESOLVED THAT the Board of Directors, Crestview Water & Sanitation District accept the proposal to purchase from Honnen Equipment a 2018 John Deere 135G Excavator at the proposed price of \$157,789.70 and an 84-month comprehensive extended warranty for \$3,432.00 totaling \$161,221.70 and **BE IT FURTHER RESOLVED THAT** the District Manager is authorized and directed to execute the purchase of the aforementioned vehicle.

Director Martin seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was adopted unanimously.

MIDTOWN FILING 6 AND 9- Foundations for homes have started popping out of the ground in both Filing 6 and 9. Midtown is starting to purchase water and sewer taps in both filings.

WESTMINSTER STATION/POMPONIO TERRACE-The developer and its engineers are still trying to determine how they intend to connect the Westminster Station/Pomponio Terrace sewer system to Crestview's sewer system. To date, 49 homes are either constructed or are under construction. In an email sent to Pomponio Terrace Holdings on January 16, 2018, Crestview stated that until a satisfactory outfall is designed and built to accommodate the entire development and Crestview's existing flows, only 47 homes can be connected to the existing sanitary sewer system. On September 6th, 2018, I met with Jim Merlino, President of Pomponio Terrace Holdings, to discuss potential options to allow additional homes over the allowed 47 to connect to Crestview's sewer system until the required outfall is constructed. During our meeting, it was determined that a new 24-inch sewer main can be constructed on the north side of Little Dry Creek and will act as an overflow and will connect to an existing sewer crossing at Zuni. This existing sewer main at Zuni is a 10-inch sewer main and is currently not in use.

The existing sewer main at Zuni is not adequate in size to make up for the required 24-inch outfall. Ultimately, this new 24-inch sewer main will be part of the required outfall that will carry the existing Crestview sewer flows and any future flows from the Westminster Station development and any potential future developments in the northern part of Crestview. No additional homes over the allowed 47 have been approved by Crestview for connection as of this date. Once construction has commenced on the 24-inch overflow, an additional home allowance will be made. On December 3rd, I met again with Jim Merlino to look for other options to allow for more homes to connect to Crestview's system. RG and Associates is currently looking at an option to allow for more homes to be connected. I'll provide more information when I have better information.

CLEAR CREEK VILLAGE TOD-The developers of the Clear Creek Village development have requested that Crestview allow them to construct Phase 1, a 110 room 4-story hotel, and a 4-story 70-unit condominium structure on the site located at 6100 Federal Blvd. During the October 10, 2018 meeting of the Board, the Board determined that a third master meter feed to be installed at 56th & Lowell Blvd. and connecting it to the water mains located at 62nd & Lowell Blvd. to allow for more water to flow into the western portion of the District. The Board also discussed negotiating a cost sharing agreement and a cost reimbursement resolution for the construction of the Lowell master meter and water main. The Board indicated that the developer would have to pay for all of the installations up front. The developer is working at a design and projected costs for the new master meter and water main. Denver Water is still requiring the developer to transfer the 16 existing water services south of 60th avenue on Federal from Crestview's water main to Denver Water's water main. Denver Water is also requiring the developer to transfer 5 fire hydrants.

Denver Water November purchase
Denver Water 33,803,000
1,127,000 gallons per day
Average since 2006 is 33,423,000 gallons

MERRY CHRISTMAS EVERYONE!

Enc.

Budget Message to be sent to Adams County and State of Colorado
2018 Mill Levy certification resolution

BILLS –

Director Ryszkowski made a motion to adopt the following resolution:

RES # 44-18 - BE IT RESOLVED THAT the Bills be paid.

Director Doak seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was adopted unanimously.

Director Martin made a motion to adopt the following resolution:

RES. # 45-18 BE IT RESOLVED THAT the Crestview Water and Sanitation District employees be given an incentive award of \$600 net, per employee in recognition of the hard work and dedicated service to the District over the last twelve months, and;

BE IT FURTHER RESOLVED THAT the award is made in December 2018, in addition to the regular payroll, and;

BE IT FURTHER RESOLVED THAT the award is not intended to set a precedent. It is given in recognition of the hard work and dedicated service of Crestview employees during the past year.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Patterson, and Ryszkowski

NAYS: None.

The resolution was adopted unanimously.

OFFICE DATA

The Office Data was accepted as presented.

FINANCIAL REPORT

The Financial Report was accepted as presented.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

No 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 7:47 P.M.

Respectfully submitted,

Danny Sweeney, Secretary