

**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  
**May 8, 2019**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held May 8, 2019 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

Not Present:

Ron Sanchez	Metro District Representative
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**THE PLEDGE OF ALLEGIANCE WAS RECITED**

**PUBLIC COMMENTS**

No one from the public was present

**METRO REPORT, RON SANCHEZ**

No metro report was provided as Ron Sanchez was not in attendance

**MINUTES FOR APPROVAL, April 17, 2019**

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the April 17, 2019 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the April 17, 2019 meeting of the Board were accepted as presented.

Director Martin made a motion to adopt the following resolution:

**RES #14-19 - BE IT RESOLVED THAT** the minutes for April 17, 2019 are accepted as presented

Director Doak seconded the motion.

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

NAYS: None.

The resolution was adopted unanimously.

**DISTRICT MANAGER'S REPORT**

MAY BIRTHDAYS-Crestview has one director celebrating his birthday in May, Board Secretary Danny Sweeney. Crestview also has one employee celebrating his birthday in May, maintenance Foreman, Jessen Eckert.

EXITING AND JOINING EMPLOYEES - Pipeline crew member Trevor Falliaux has taken a job at another contractor and has left Crestview. Trevor's last day was April 25<sup>th</sup>. Larry Hopper, the pipeline superintendent, and I interviewed three candidates for Trevor's replacement. After the three interviews, Larry and I both agreed that Charles Myer would be an excellent fit with the crew. Charles worked at the City of Westminster for four years then went to CDOT operating back-hoes and skid steer loaders for both entities.

2020 RATES STUDY-I have received a proposal from one financial consulting firm as of Friday, May 03, 2019 and am expecting at least one more within a week or so. The plan is to have the rates study ready for the Board to review around August 1<sup>st</sup>. Crestview has not had a rates study performed since 2015.

2019 WATER MAIN REPLACEMENT PROJECT-Formerly labeled as the 2018 Water Main Replacement Project #2 will now be called the 2019 Water Main Replacement Project #1-2. Crestview's pipeline replacement crew began installation of the new 8" PVC piping on 71<sup>st</sup> Place on January 14<sup>th</sup>. The mainline was installed completely on January 18<sup>th</sup> with clear water testing performed on January 25<sup>th</sup>. All of the services were transferred on February 4<sup>th</sup> with the old main being abandoned on February 5, 2019. The water mains in Inca Street and Huron Street north of 72<sup>nd</sup> avenue have been replaced completely. Kalamath Street has been replaced from 72<sup>nd</sup> north to Worley Drive with the services still needing to be transferred from the old main to the new main. The water main in 72<sup>nd</sup> has been replaced from Huron Street west to Lipan Street and will be pressure tested this week. Navajo Street from 72<sup>nd</sup> avenue north to Worley Drive and 72<sup>nd</sup> avenue from Lipan Street to Pecos are the last streets to be replaced in this project. The estimated completion date is July 12<sup>th</sup>. Once the water main replacement project is complete, the pipeline crew will move to 68<sup>th</sup> avenue east of Pecos Street to begin replacing Crestview's sewer force main.

WEBSITE REFRESH-Crestview's website is needing refreshed as the platform that it currently operates from is no longer supported by our website provider. The website currently isn't mobile friendly and appears with large blank spaces on either side of the content. Crestview's staff is working with MediaWorks to design a more appealing home page that will be easier to find the most popular content. The new design will work much better with mobile devices and have a wide screen appearance. We have heard from some of the District's customers that our website is difficult to make their payments on so this should make it better for them.

MIDTOWN FILING 6 AND 9- Filing 6 is filling up quickly. Filing 9 is slow to grow but is moving forward. Midtown continues to purchase water and sewer taps in both filings.

WESTMINSTER STATION/POMPONIO TERRACE- The engineers for the Westminster Station Development presented a set of plans for review on January 16<sup>th</sup> to redirect flows from 76<sup>th</sup> avenue and Zane Street from flowing west into the Zuni Street sewer main to flow east to the Pecos Street collector main. By redirecting these sewer flows, it allows the Westminster Station development to build and connect all 245 planned homes within the development without having to create a new sewer outfall south of the development. No revised plans have been submitted recently. I met with Jim Merlino, of Pomponio Terrace Holdings on Friday, May 3, 2019 to get an update on the progress of the re-routing of the sanitary sewers on 76<sup>th</sup> avenue and he indicated that the financing is moving forward and work should begin within a couple months.

Denver Water April purchase  
41,865,000 gallons were purchased in February  
Average since 2006 is 40,286,000 gallons

**BILLS** –

Director Ryszkowski made a motion to adopt the following resolution:

**RES # 15-19** - **BE IT RESOLVED THAT** the Bills be paid.

Director Martin 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**

Public Information - Audit in Westminster Window May 2nd

**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 7:14 P.M.

Respectfully submitted,

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Danny Sweeney, Secretary