

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
November 13, 2019

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held November 13, 2019 at the office of the District, 7145 Mariposa Street, Adams County, Colorado. The meeting was presided over by Board Vice President, Jill Martin. Board Secretary, Danny Sweeney was present to record the minutes.

Members Present:

Jill Martin	Vice-President
Danny Sweeney	Secretary/Treasurer
Tom Ryszkowski	Director
Victor Sanchez	Director

Also Present:

Mitch Terry	District Manager
Ron Sanchez	Metro District Representative
Ron Forman	Attorney
Todd Cristiano	Raftelis Financial/Rate Study

Members Absent:

Mike Doak	President
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THE PLEDGE OF ALLEGIANCE WAS RECITED

PUBLIC COMMENTS- No one from the public was present

METRO REPORT, RON SANCHEZ

- Metro hosted an all-day conference about a week ago for the Metro Directors. Metro discussed the planning of pipelines that they have to put in. It is just a design, they will have to give about \$20 million, they are going to have to get the right a way's, design the pipelines they want to use, how to cross the Platt River. It will eventually be about \$76 million to update.
- Discussed how to clean the pipes using hot water to remove grease and debris within Metro's interceptors
- 3.5% salary increase for employees in 2020

RATE STUDY PRESENTATION

Todd Cristiano from Raftelis Financial presented the 2020 Rates Study for Crestview Water and Sanitation District. Mr. Cristiano explained that there are three steps to a rate study; a multi-year financial plan, rate design and a cost of service analysis for 2020. Mr. Cristiano provided the Directors three different Rates structures to consider for 2020 based on historical customer billing data from Fiscal Years 2017 & 2018, target reserves and anticipated taps to be added within the District over the next five years; Financial Plan Increase (FPI) to adjust the rates by the annual financial plan revenue increases, Cost of Service (COS) which recovers each customer class's cost to provide water & sewer service, Fixed Charge Recovery (FCR) which recovers 20% of total revenues from monthly service charges with the remainder through volumetric rates.

Proposed Service Charges for 2020

Meter Size	Existing Charge	FPI	COS	FCR
5/8" X 3/4"	\$13.55	\$14.06	\$4.67	\$13.48
3/4"	\$16.28	\$16.90	\$4.67	\$17.89
1"	\$22.89	\$23.76	\$5.83	\$27.86
1 1/2"	\$41.27	\$42.84	\$12.77	\$56.83
2"	\$71.19	\$73.90	\$18.36	\$88.85
3"	\$134.40	\$139.51	\$26.35	\$202.58
4"	\$423.89	\$440.00	\$72.90	\$667.79

Proposed Rates for 2020

Customer Class	Existing Rates	FPI	COS	FCR
Single Family				
First 6,000 gallons	\$6.44	\$6.69	\$8.28	\$6.84
Next 11,000 gallons	\$8.05	\$8.36	\$10.35	\$8.55
Over 17,000 gallons	\$10.06	\$10.45	\$12.93	\$10.68
Multifamily, per unit				
First 5,000 gallons	\$6.44	\$6.69	\$6.82	\$6.22
Next 6,000 gallons	\$8.05	\$8.36	\$8.52	\$7.77
Over 11,000 gallons	\$10.06	\$10.45	\$10.65	\$9.72
Nonresidential				
All uses	\$7.32	\$7.60	\$8.52	\$7.67

MINUTES FOR APPROVAL, September 11, 2019

Director Martin asked if there were any corrections, deletions, or additions to the Minutes for the October 23, 2019 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the October 23, 2019 meeting of the Board were accepted as presented.

DISTRICT MANAGER'S REPORT

NOVEMBER BIRTHDAYS-Happy November birthday to Director Victor Sanchez.

BOARD VACANCY FILLED-The vacancy that was created by the resignation of Everett Patterson has been filled. During the October 23rd meeting of the Board, the Board interviewed two candidates to fill the vacancy, Ron Sanchez and Victor Sanchez. After a brief discussion, the Board offered the appointment to Victor Sanchez who accepted the appointment. Welcome to the Board of Directors of the Crestview Water & Sanitation District Mr. Sanchez.

REQUEST FOR REIMBURSEMENT-On October 24, 2019, I met with Jim Merlino, Manager of Pomponio Terrace Holdings. During the meeting, Mr. Merlino asked me to ask the Board if it would entertain a change in the reimbursement agreement between Pomponio Terrace Holdings and Crestview Water dated October 10, 2018. Mr. Merlino is requesting that Crestview's Board reimburse Pomponio Terrace Holdings directly from Crestview funds and to have Crestview collect and retain, as Crestview's, any future reimbursement payments from developers that attach their developments to the Pomponio Terrace Holdings owned 16 inch PVC water main that was constructed to provide water to the Westminster Station Development located at 70th & Federal Blvd.

DAMAGE TO CRESTVIEW BUILDING AND GATE-Crestview's Utility Maintenance Building and driveway gate, located at 6410 Pecos Street was damaged on the night of October 30th by a driver under the influence of alcohol according to the Colorado State Patrol.

The vehicle turned into the driveway and proceeded east in the parking lot and through the power gate. After crashing through the gate, the driver drove east to the back of the lot and appeared to get somewhat lost. After a failed attempt to exit the property through the east end of the property, the driver sped west along the south side of the two garages toward the south gate. Fortunately, a large pile of snow was piled in front of the gate and stopped the car as it hit the mound of snow instead of the gate. The driver then backed up the distance of the parking lot and backed her car into the side of the middle garage destroying some siding and a window. After damaging the building, the driver tried to get through the south gate one more time at which point the car got stuck in the snow. An Adams County Sheriff then boxed in the car and arrested the driver for DUI. Crestview's insurance was provided the case number and pertinent information the next day.

2020 RATES STUDY-The rates study is ongoing. Todd Cristiano and Hannah Palmer-Dwore of Raftelis Financial are planning on attending the November 13, 2019 meeting of Crestview's Board to present their recommendations regarding rates for 2020 through 2030.

2019 WATER MAIN REPLACEMENT PROJECT- Crestview's pipeline crew has completed the removal of the three water mains that ran between homes in the District. The crew was to replace the sewer lift station force main from 68th & Kidder Dr. west to 68th & Mariposa Street. Our staff is still in the process of determining if the existing force main is in an easement or an Adams County Right of Way. With that said, the pipeline crew will be replacing approximately 575 linear feet of 6 inch water main on Vallejo Street beginning the second week of November. Vallejo Street has had three water main breaks on it this year. This replacement is considered to be an emergency replacement and is approved by Denver Water.

TRANSPARENCY NOTICE 2020- I have supplied the Board with a copy of the 2020 Transparency Notice that will be sent out to our customers during the month of December.

MIDTOWN FILING 9- Filing 9 is moving forward with more and more of the tall condos being built at the southwest corner of 68th & Pecos. Midtown continues to purchase water and sewer taps within Filing 9.

WESTMINSTER STATION/POMPONIO TERRACE- The Filings 3 & 4 water plans are now at Denver Water for their review. Once Denver Water provides their review comments back to Crestview, Crestview will pass those comments on to the Westminster Station engineers so they can make any needed changes to the plans. Once those changes to the plans are made, the developer will commence construction shortly thereafter.

The engineers for the Westminster Station Development presented a set of plans for review on January 16th to redirect flows from 76th 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.

Denver Water October purchase
41,878,000 gallons
Average since 2006 is 43,761,000 gallons

Enc.

2020 Transparency Notice

Pomponio Terrace Reimbursement Agreement dated October 18, 2018

BILLS –

Director Sweeney made a motion to adopt the following resolution:

RES # 32-19 - BE IT RESOLVED THAT the Bills be paid.

Director Sanchez seconded the motion.

AYES: Directors Martin, Sweeney, Ryszkowski, and Sanchez

NAYS: None.

The resolution was unanimously adopted.

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 Martin adjourned the meeting at 8:33 P.M.

Respectfully submitted,

Danny Sweeney, Secretary