

**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 8, 2020**

The regular 7:00 P.M. meeting of the Board of Directors of the Crestview Water and Sanitation District was held January 8, 2020 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
Danny Sweeney	Secretary/Treasurer
Tom Ryszkowski	Director
Victor Sanchez	Director

**Also Present:**

Mitch Terry	District Manager
Ron Sanchez	Metro District Representative
Ron Forman	Attorney
Mike DiMatti	North Washington Street Water & San District

**Absent:**

Jill Martin	Vice-President
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**THE PLEDGE OF ALLEGIANCE WAS RECITED**

**PUBLIC COMMENTS**- No one from the public was present

**METRO REPORT, RON SANCHEZ**

- Continued discussion of salaries and benefits.
- Hired a new consultant to work on the new "Branding" for metro
- Metro performed a bypass for about 24 hours in order to clean the grit screens.
- Metro is rebuilding the maintenance shop, relocating it and making it bigger.
- The retirement fund is now \$44.4 million in the negative.

**MINUTES FOR APPROVAL, December 11, 2019**

Director Doak asked if there were any corrections, deletions, or additions to the Minutes for the December 11, 2019 meeting of the Board.

There being no corrections, deletions, or additions, the Minutes for the December 11, 2019 meeting of the Board were accepted as presented.

**DISTRICT MANAGER'S REPORT**

**JANUARY BIRTHDAYS**- Happy January birthdays go out to Pipeline Superintendent Larry Hopper and Office Manager Lori Lucero.

DENVER WATER LEAD REDUCTION PROGRAM APPROVAL-On December 16, 2019, Denver Water received notice from the Environmental Protection Administration and the Colorado Department of Public Health and Environment that Denver Water’s variance request to lower the pH in the water they produce and to also remove all of the known lead service lines within Denver Water’s service area instead of having to add orthophosphate to the water for corrosion control. Denver Water is still working to determine how many lead service lines are in their system along with the systems of their distributors. It is estimated that there are anywhere between 65,000 and 90,000 lead service lines. Denver Water is proposing to remove all the lead service lines within the next fifteen years. Crestview has no lead service lines in its system. Many discussions are on the horizon at Denver Water to determine how these lead service line replacements will be funded. This decision by the EPA and CDPHE will ease the cost concerns at the Metro Wastewater Reclamation District. Metro was very concerned about the costs associated with the removal of additional orthophosphate that would have been added by Denver Water if the EPA and CDPHE had not allowed the Denver Water variance.

2020 ELECTION-The date for the Colorado Special District biennial election is May 5, 2020. Crestview will have two directors whose terms will expire in May 2020. The two Directors up for re-election are Jill Martin and Danny Sweeney. These two positions will be three-year terms. The three-year terms for Jill Martin and Danny Sweeney will only be three-year terms in the 2020 election to get them ready for the newly created odd year elections for special districts. Jill and Danny’s terms will be next up for election in 2023. Everett Patterson resigned from the Board in September 2019 allowing the Board to appoint Victor Sanchez to the vacated position created when Everett Patterson resigned. Victor Sanchez’s seat on the Board will also be on the ballot as a two-year term and will be on the 2022 ballot as a three-year term.

Crestview voters have voted to eliminate term limits for Directors, so all three directors are eligible for re-election. The Board must adopt a resolution to have an election on May 5, 2020. The enclosed resolution will set the date and time for the election, establish the whole District as one precinct with the office as the polling place, name Mitchell T. Terry as the Designated Election Official for this election cycle, establish mail-in ballot application submittal dates, detail nomination procedures for candidates, provide for cancellation of the election, establish severability of the resolution, repeal any acts, orders or resolutions in conflict with the resolution and set the effective date.

One of the first responsibilities of the D.E.O. is to publish notice of election and call for nominations. Although this information has been provided to all our customers in the transparency notice, it also must be published between January 26, 2020, and February 20, 2020 in a local newspaper. Enclosed is a copy of the “Call for Nominations” notice that will be published in the Westminster Window in the February 6th edition. Nomination forms are now available at the District office. Self-nomination applications must be returned no later than 4:00 PM, February 28th. Mail-in ballot applications will be accepted at any time through April 28, 2020 or cancellation of the election. A mail-in ballot will be provided to any applicant that is an eligible elector who cannot or chooses not to vote at the polling place on Election Day.

2020 VEHICLE REPLACEMENT PROPOSALS- Crestview has received bids for the replacement of three vehicles that are part of the 2020 budget.

The vehicles slated for replacement are:

- Unit #4, a 2013 Ford F-150
- Unit #6, a 2013 Ford F-150
- Unit #2, a 2014 Jeep Cherokee

One of the trucks will remain as an F-150 while the other F-150 will be replaced with a Ranger. The Jeep Cherokee will be replaced with either a Jeep Grand Cherokee or a Ford F-150. The bids received were as follows:

<b>Montrose Ford</b>		<b>Phil Long Ford</b>	
2020 F-150 4X4 long bed	\$32,287.00	<b>2020 F-150 4X4 long bed</b>	<b>\$31,119.00</b>
2020 Ranger 4X4	\$29,956.00	<b>2020 Ranger 4X4</b>	<b>\$27,692.00</b>
2020 F-150 4X4 short bed	\$34,088.00	2020 F-150 4X4 short bed	\$33,119.00
<b>AutoNation Jeep West</b>		<b>Larry H. Miller Jeep</b>	
2020 Grand Cherokee Upland	\$40,744.00	<b>2020 Grand Cherokee Upland</b>	<b>\$30,535.00</b>

Director Sanchez made a motion to adopt the following resolution:

**RES # 1-20 BE IT RESOLVED THAT** the Board of Directors, Crestview Water & Sanitation District accept the proposal to purchase from Phil Long Ford, one 2020 Ford F-150 XLT 4X4 pickup truck at the proposed price of \$31,119.00 and one 2020 Ford Ranger 4X4 at the proposed price of \$27,692.00, and

**BE IT FURTHER RESOLVED THAT** the District Manager is authorized and directed to execute the purchase of the aforementioned vehicles.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Sweeney, Ryszkowski, and Sanchez

NAYS: None.

The resolution was unanimously adopted.

Director Sanchez made a motion to adopt the following resolution:

**RES #2-20 BE IT RESOLVED THAT** the Board of Directors, Crestview Water & Sanitation District accept the proposal to purchase from Larry H. Miller, one 2020 Jeep Grand Cherokee at the proposed price of \$30,535.00, and

**BE IT FURTHER RESOLVED THAT** the District Manager is authorized and directed to execute the purchase of the aforementioned vehicles.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Sweeney, Ryszkowski, and Sanchez

NAYS: None.

The resolution was unanimously adopted.

The 2020 Budget for the three vehicles is \$106,500.00. If the District purchases one F-150, one Ranger and one Grand Cherokee at the lowest proposed prices, the total would be \$89,346.00 for a savings of \$17,154.00. I have provided a resolution for the Board to purchase the previously mentioned vehicles if they so choose.

2020 WATER MAIN REPLACEMENT PROJECT- The pipeline crew is currently potholing for utility services on Meadowbrook drive, Westchester drive and Heather place to prepare for the water main replacements on those streets. After these three streets have had the water mains replaced, the crew will proceed to replace the water mains in Ruth way, Avrum drive and Warren drive from 68<sup>th</sup> avenue north to Jordan drive. This project is approximately 4690 linear feet long. Once the 2020 Water Main Replacement project is complete, the pipeline crew will begin replacing the District's sewer force main in 68<sup>th</sup> avenue east of Pecos Street once the directional drilling portion of the project is complete sometime in 2020. Crestview's engineer is seeking directional drilling companies for proposals.

YEAR END REPORTS-Each January, I provide the Board with yearend reports consisting of:

2019 Water Purchase and Sales

2019 Sewer Sales

2019 Distribution System Repair Summary

2019 Water Break Repair timeline

2019 Water Break Cost estimates

Water Breaks per year report

Water Sales Volume in gallons and acre-feet

MIDTOWN FILING 9- Filing 9 is moving forward with more and more of the tall condos being built at the southwest corner of 68<sup>th</sup> & Pecos. All water & sewer tap fees have been paid for filing 9.

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. This project is set to begin on January 8<sup>th</sup>. 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.

Denver Water December purchase  
31,884,000 gallons  
Average since 2006 is 35,580,000 gallons

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RES to purchase two pickups from Phil Long Ford  
RES to purchase one Jeep Grand Cherokee from Larry H. Miller Jeep  
2019 Water Purchase and Sales  
2019 Sewer Sales  
2019 Distribution System Repair Summary  
2019 Water Break Repair timeline  
2019 Water Break Cost estimates  
Water Breaks per year report  
Water Sales Volume in gallons and acre-feet

**BILLS** –

Director Doak made a motion to adopt the following resolution:

**RES #3-20** - BE IT RESOLVED THAT the Bills be paid.

Director Sanchez seconded the motion.  
AYES: Directors Doak, 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 by Director Martin and seconded by to adjourn the meeting. Director Doak adjourned the meeting at 7:39 P.M.

Respectfully submitted,

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Danny Sweeney, Secretary