

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
SEPTEMBER 09, 2020

The regular 7:00 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held September 9, 2020 on Zoom. 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
Victor Sanchez	Director

Also present:

Mitch Terry	District Manager
Ron Sanchez	Metro Wastewater Board representative
Ron Forman	Attorney

THE PLEDGE OF ALLEGIANCE WAS RECITED

PUBLIC COMMENTS-

No one from the public joined the Zoom meeting.

METRO WASTEWATER RECLAMATION DISTRICT REPORT BY RON SANCHEZ

- In October, Metro is researching selling municipal bonds for \$165 million and possibly as high as \$185 million. They are talking of a window of 5% and selling at a premium. Ron objected to a premium. He stated that with interest rates as low as they are Metro could get a very good coupon. He pointed out that Johnson & Johnson just borrowed \$7.5 billion dollars at a 2.5 % interest rate. That was a corporate bond with taxes. Metro is wanting a highly rated municipal bond and would be double tax exempt (state and federal). They should be able to get under 2.5 %. Metro said that they will probably do that with the \$165 million but with the other \$20 million they are talking about the premium. Ron strongly stated that these are not designed for Wells Fargo to make money for their customers. Just purchase the \$185 million and they should be able to get it for under 2.5 %. Looking into it 1% of \$165 million is \$1.65 million a year, in over 30 years it will be \$45 million. Keep it simple and bring a good coupon. That's what the rate payers deserve.
- Ron voted no on the current money managers of the pension fund. The retirement board wants to give it 3 more years. About 4-5 years ago it was about \$21 million in the hole. They looked at four managers and rehired the same money manager and the \$21 million went up to \$44 million. Every January they put in another \$7-8 million. Ron is questioning re-hiring the same money manager. They need to find a new money manager with a good track record.
- In October there will be an all-day meeting totaling around eighty people in attendance. Ron will opt out of the meeting for COVID safety reasons.

MINUTES FOR APPROVAL, AUGUST 26, 2020

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the August 26, 2020 meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the August 26, 2020 meeting of the Board were accepted as presented.

DISTRICT MANAGER'S REPORT

ZOOM-The September 9, 2020 meeting of the Board will be a Zoom meeting. The meeting can be accessed by typing Zoom.com into your browser. The meeting number is **886 4548 7171**. The **password is 909716**. I will be on Zoom starting around 6:30 if you need any assistance joining the meeting. I will also have the Board room set up for social distancing if any Board members want to meet in person. By Colorado Governor's Executive Order D 2020 164, we are required to wear a mask while in the building so please bring one with you. Text me and I will let you in through the back entrance of the office.

TRUCK THEFT- On the morning of August 18th around 12:30 AM, the garage at 2495 W. 64th was broken into. The criminal that broke into the building destroyed a garage door, the power gate and two windows. He also stole a pickup truck during his assault on the building.

I contacted Crestview's insurance provider to have them open a claim on the morning of August 18th.

The garage door has been replaced along with the power gate and windows. The truck damage has been assessed by the insurance adjuster and has determined the truck to be a total loss. Crestview has been provided with a valuation summary stating that Crestview will receive \$33,144.30 to replace the truck. Crestview purchased the truck in 2017 for \$30,535. I have contacted two Ford dealerships to get bids on an identical replacement truck. No word from either of them yet.

2021 BUDGET PREPARATIONS-Charlie Poysti of Poysti and Associates was at the Crestview office on August 27th to begin preparations for the 2021 Budget. Mr. Poysti has compiled the requisite information and has supplied me with a Draft Budget. I am reviewing the numbers and once I've completed my review, I'll get in touch with Mr. Poysti regarding any revisions. Once the revisions are made, I'll provide the Draft 2021 Budget to all of you by email.

2021 BUDGET COMMITTEE MEETING-I have made a reservation at Mickey's Top Sirloin for September 30th for the 2021 Budget Committee meeting. We have the back room from 6:30 to 10:00 PM.

TOBY MEISSNER-On March 7th, Toby was involved in a serious motorcycle accident. Toby's recovery has taken several months to bring him back to a point where he is being allowed to return to work. Toby's doctor has provided me with a letter allowing Toby to return to work with no restrictions. Toby returned to work on August 31st and is doing very well. Toby is a member of the pipeline replacement team.

COVID-19 OPERATIONAL UPDATE- No Change from the August 26 meeting of the Board. This is what we've been doing. We have suspended non-payment water/sewer late fees and shut-offs in accordance with the Colorado Governor's Executive Order D 2020 012 from March 20, 2020. In the Governor's order, all public utilities in the State are directed to suspend service disconnections for delayed or missed payments from residential and small business customers related to the impacts of COVID-19 and to suspend the accrual of late payment fees. Executive Order D 2020 012 was extended on April 6th through Executive Order D 2020 031 then again on April 30th through Executive Order D 2020 051 and on May 29th in Executive Order D 2020 088. Executive Order D 2020 088 is set to expire on June 13th. It appears that Executive Order D 2020 088 has expired and was replaced with Executive Order D 2020 098. Executive Order D 2020 098 still waives reconnection fees and suspends accrual of late payment fees for all residential customers and small businesses. D 2020 098 does not mention any restrictions on suspension of services for non-payment. When does the Board want to recommence the practice of shutting off water service and filing liens on properties for non-payment?

The office has been utilizing the phone tree to make reminder calls to customers who have a balance of \$100 or more to remind them to make a payment. Customers are also encouraged to do their best to manage their balances to keep them from growing too large.

The employee's work hours have been adjusted from 5 eight-hour days to 4 ten-hour days to reduce the number of staff in the buildings each day. Our staff members are on a rotation for the 4-10s so that we only have a small portion of employees gone each day. The lunches are staggered to minimize exposure. The employees are being provided masks, gloves and safety glasses. The office lobby was closed to walk-in traffic on March 25th when the Governor issued the Stay-At-Home order and was reopened on May 11th for walk in payments only.

Only the glass enclosed portion of the office is open to the public. We have signs asking our customers to limit people in the lobby to one at a time and now require them to wear a cloth face covering per Executive Order D 2020 164.

Per Colorado Governor's Executive Order D 2020 039 and extended again on May 16th D 2020 067, extended again on June 4th D 2020 092, extended again on June 20th D 2020 110, July 15 D 2020 138, extended again on August 14th to D 2020 164. In D 2020 164, it states that employees are required to wear a non-medical face covering that will cover their nose and mouth while at work and while serving the public. D 2020 164 also requires that anyone who enters or moves within a public building to wear face coverings that cover the nose and mouth unless it would inhibit that individual's health.

Employees are encouraged to be at work but can use their sick and/or vacation time to stay at home to avoid possible exposure to other employees if they so choose.

Denver Water August purchase
85,985,000 gallons
Average since 2006 is 75,447,000 gallons

BILLS-

Director Sanchez made a motion to adopt the following resolution:

RES # 20 -2020 – BE IT RESOLVED THAT Bills be paid.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Martin, Sweeney, Ryszkowski, and Sanchez.

NAYS: None.

The resolution was unanimously adopted.

OFFICE DATA-

The August Office Data was accepted as presented

FINANCIAL REPORT-

The August Financial Report was accepted as presented

TAP REPORT-

The August Tap Report was accepted as presented

UNFINISHED BUSINESS-

None

PUBLIC INFORMATION-

None

NEW BUSINESS-

On September 7th, the vacant office building at 6001 Federal caught fire. The fire department used two ladder trucks to put out the fire. The fire took 2 hours and 20 minutes to be extinguished, totaling approximately 340,000 gallons of water. 340,000 gallons at \$4.37/1,000 gallons = \$1,490.17

OLD BUSINESS-

None

There being no further business, Director Ryszkowski made a motion to adjourn the meeting with Director Doak seconding the motion. The Board meeting was adjourned at 7:27 PM.

Respectfully submitted,

Danny Sweeney, Secretary/Treasurer