

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
DECEMBER 9, 2020

The regular 7:00 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held December 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
Victor Sanchez	Director
Tom Ryszkowski	Director

Also present:

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

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

- Contract for \$22 million to a construction and engineering firm for transmission systems rehabilitation. They will be doing some grading, new manholes, etc., and there about 18 manholes and 15 structures that need rehabilitated. This will take about 18 months to complete and needs to be done in the very near future.
- Renewed the contract with Microsoft and Office products to keep the office up to date with all software.
- Crop Harvesting Services– Will be contacting different contractors to come in and harvest crops.
- Phosphorus Removal treatment at the Hite Treatment Facility. They call it Magprex Recovery Actor. Its about \$22 Million and this is a very effective way to get rid of the phosphorus that is in the water.
- Pension fund is in about \$43.5 Million in debt, at the previous meeting a comment was made “it doesn’t matter, the debt isn’t real”, no one refuted the comment. So, this meeting I had brought the statement from last meeting and how it bothered me that no one refuted the comment. We just completed a \$365 Million bond and, in the prospectus, put down the debt of about \$43.5 Million. If the directors feel this is not real then we are putting information in a prospectus that we think is not real and would like to have legal counsel come out and tell us if the debt is real or not.

MINUTES FOR APPROVAL, NOVEMBER 11, 2020

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the November 11, 2020 meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the November 11, 2020 meeting of the Board were accepted as presented.

DISTRICT MANAGER'S REPORT

ZOOM-The December 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 **818 3054 1990**. The **passcode** is **871230**. 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 237, 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.

BIRTHDAYS- Happy December birthdays Board President, Mike Doak, and maintenance staff members Eddie Torgersen and Joe Martinez.

2021 FINAL ASSESSED VALUATION-The Crestview Water & Sanitation District has received the Final 2020 Certified Valuation of the District from the Adams County Assessor's office. After being supplied this information, Charlie Poysti of Poysti & Associates completed the calculations for the 2021 Mill Levy and determined that the water & sewer mill levy will be 3.306 mills and the sewer only mill levy will be 0.422 mills. The total combined property taxes to be paid to the District will be \$709,060.00 in 2021. The 2020 mill levies being paid to the District total \$649,539.00. 2021 will see an increase of \$36,372.00. The Crestview Water & Sanitation District 2021 Budget was adopted at the October 28, 2020 Budget Public Hearing. The final mill levy amounts were inserted into the 2021 Budget. The Board is required to pass a resolution to certify the 2021 Mill Levies as provided in the 2021 Budget. The Budget and Budget Message will be sent out to the Division of Local Governments, Adams County Commissioners and Adams County Clerk and Recorder on December 10, 2020 as required by state statute.

Director Martin made a motion to adopt the following resolution:

RES. # 28 -2020 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 2021 as determined and fixed by the Board of Directors of said District on December 9, 2020 are:

General Operating Expense:	3.306 mills
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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 2021 as determined and fixed by the Board of Directors of said District on December 9, 2020 are:

General Operating Expense	0.422 mills
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AND BE IT FURTHER RESOLVED that the appropriate authorities are hereby authorized and directed to extend said levies upon their tax list.

Adopted December 9, 2020

Director Ryzkowski seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

BERKELEY WATER & SANITATION DISTRICT IGA- Denver Water is requiring Crestview to install a third master meter assembly at 56th & Lowell Blvd. due to the information gathered recently regarding multiple new developments on the west side of the District. Denver Water is also requiring Crestview to relocate its existing master meter assembly located at 52nd & Eliot Street to 60th & Federal Blvd. There is one catch. Both master meters need to be connected to the Berkeley Water & Sanitation District's system. Berkeley Water has contracted with Denver Water to transition Berkeley from a Read and Bill contract to a Total Service with Improvements contract. What this means is that Denver Water is now responsible for the maintenance and replacement of Berkeley's water system, but Berkeley needs to have improvements

made to the system to satisfy the contract. Once the contract is satisfied, Denver Water will be the sole operator of Berkeley's system. Until then, Crestview needs to get permission from Berkeley to connect the previously mentioned master meters to Berkeley's system. I have attached a resolution for an IGA between Crestview and Berkeley with Berkeley allowing Crestview to connect to their system. Denver Water has approved the draft of the IGA.

Director Martin made a motion to adopt the following resolution:

RES.# 29-2020 to create an INTERGOVERNMENTAL AGREEMENT FOR INSTALLATION OF A MASTER METER AT 56TH AND LOWELL AND 60TH AND FEDERAL, and

WHEREAS, the Berkeley Water and Sanitation District (hereinafter Berkeley) and the Crestview Water and Sanitation District (hereinafter Crestview), are quasi-municipal corporations and political subdivisions of the State of Colorado which both provide water and sanitation services within their respective service areas, and both receive potable water service from Denver Water under Distributor Contract No. 176-~~No-176~~, Berkeley, and Contract No. 236, Crestview, and

WHEREAS, Berkeley owns a twelve-inch water main at 56th Avenue and Lowell Boulevard and a twelve-inch water main at 60th Avenue and Federal Boulevard, and

WHEREAS, Crestview is being required by Denver Water, either by developer or Crestview, to install a master meter on the same twelve-inch water main at 56th Avenue and Lowell Boulevard to provide service to future Crestview customers and to also relocate Crestview's existing master meter located at 52nd Avenue and Eliot Street to the same twelve-inch water main at 60th Avenue and Federal Boulevard, and

WHEREAS, Berkeley, through this Intergovernmental Agreement, agrees to allow Crestview to install the required master meter on the Berkeley twelve-inch water main at 56th Avenue and Lowell Boulevard and to also connect the relocated 52nd Avenue and Eliot Street master meter to the Berkeley twelve-inch water main at 60th Avenue and Federal Boulevard, and

NOW THEREFORE, be it known that the Berkeley Water and Sanitation District and the Crestview Water and Sanitation District enter into this Intergovernmental Agreement to allow Crestview to construct and connect a master meter assembly to the ~~Berkeley~~ twelve-inch water main at 56th Avenue and Lowell Boulevard and construct and connect a second master meter assembly on the ~~Berkeley~~ twelve-inch water main at 60th Avenue and Federal Boulevard effective December 9, 2020, subject to all requirements of Denver Water.

Director Doak asked if Crestview will be paying for these interconnects.

Mr. Terry responded that the Clear Creek Village TOD will be designing, constructing and paying for the 60th avenue and Federal Boulevard interconnect and master meter facility. The new master meter facility to be located at 56th avenue and Lowell Boulevard will be designed, constructed and paid for by a group of developers along the Lowell Boulevard corridor, that have been introduced to each other by Mr. Terry, to have the facility constructed. No costs to Crestview are expected.

Director Doak asked if Berkeley's system would be able to provide enough water to Crestview and the anticipated growth.

Mr. Terry responded that yes, Berkeley's/Denver Water's system would be able to provide an adequate supply of water to Crestview. Mr. Terry also indicated that he had asked Denver Water to model their system for adequacy by including the current projects along with additional anticipated projects within Crestview up to 8000 additional residential units. Denver Water assured Mr. Terry that the model proved that Crestview would have adequate water for this amount of growth. Currently, Crestview has 6,000 water connections.

Director Doak seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

WATER AND SEWER RATES FOR 2021- Each December, the Board is tasked with the challenge of whether to raise water and sewer rates for the upcoming year or not to raise rates. As I indicated throughout the 2021 Budget making process, based on the projected water and sewer revenues for 2020, I didn't see the need to add in any increases in rates to the proposed budget for 2021. With that said, I have provided three resolutions; one for the combined water and sewer accounts, one for the sewer only accounts and one for the Park Terrace sewer only accounts detailing that the rates for 2021 will remain as they were for 2020.

Director Sanchez made a motion to adopt the following resolution:

RES. # 30 -2020 WHEREAS THE BOARD OF DIRECTORS has determined that present revenues are adequate enough to provide for the financial needs of the District for 2021, and;

WHEREAS an increase in revenue is not needed for 2021, and;

WHEREAS, the Board has determined that it is desirable to establish conservation rates, and;

WHEREAS, the Board of Directors has determined the following to be a reasonable charge and necessary to provide the District with needed revenue and conservation incentive.

NOW, THEREFORE, BE IT RESOLVED THAT effective January 1, 2021, (regardless of the delivery date of the service) Appendix B, Sections, (A), (B), and (C), of the Rules and Regulation of the District be amended from 2020 and read as follows:

(A) The following rates shall be paid monthly by consumers within the District who have facilities connected directly or indirectly to the water system of the District.

A minimum service charge for each connection shall be paid each month dependent upon the size of the meter as follows:

	<u>Meter Size</u>	<u>Minimum Charge</u>
1)	5/8"X3/4"	\$ 13.96
	¾"	\$ 16.77
	1"	\$ 23.58
	1 ½"	\$ 42.51
	2"	\$ 73.33
	3"	\$ 138.43
	4"	\$ 212.95
	6"	\$ 436.61

2) The volume Charge for all water consumed each month shall be as follows:

a) Single Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0 – 5,000 Gallons	\$6.63/1,000 Gallons
5,001 – 15,000 Gallons	\$8.29/1,000 Gallons
Over 15,000 Gallons	\$10.36/1,000 Gallons

b) Multi-Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0 – 5,000 Gallons	\$6.63/1,000 Gallons
5,000 – 10,000 Gallons	\$8.29/1,000 Gallons
Over 10,000 Gallons	\$10.36/1,000 Gallons

c) Commercial, Industrial, Educational, Parks and Recreation and Other Customers:

\$7.54 (Seven dollars, and fifty-four cents) per thousand gallons or portion thereof.

3) CONSTRUCTION WATER: Water for construction purposes shall be provided only upon the approval of the District Manager to construction projects within the District through connections and meters furnished by the District or approved by the District Manager as follows:

A basic charge, which includes the temporary connection fee of \$50.00 for each construction project plus, \$12.99 (Twelve dollars, and ninety-nine cents) per thousand gallons for all water used. Meters and other devices furnished by the District for construction water connections shall remain the property of the District. A refundable damage deposit shall be held by the District until the meter and other devices are returned in good condition.

(B) The rates by consumers outside the District shall be two (2) times the Rates paid by consumers within the District.

(C) Private Fire Systems – All water users within the District who have on their property unmetred fire protection sprinkler systems or other firefighting systems shall be charged a monthly rate dependent upon the size of the line servicing the said system as follows:

2"	\$ 19.36
3"	\$ 40.17
4"	\$ 68.50
6"	\$ 148.84
8"	\$ 340.83
10"	\$ 535.81

Director Martin seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

Director Ryzkowski made a motion to adopt the following resolution:

RES. # 31-2020 WHEREAS the Board of Directors has determined that present revenues are adequate to provide for the financial needs of the District, and;

WHEREAS, an increase in revenue is not needed for 2021, and;

WHEREAS, the Board of Directors has determined the following to be a reasonable charge and necessary to provide the District with needed revenue.

NOW, THEREFORE, BE IT RESOLVED THAT effective January 1, 2021, (regardless of delivery date of the service) Appendix C, Section (A) of the Rules and Regulations of the District be amended from 2020 and read as follows:

(A) The following rates shall be paid monthly by consumers within the District who have facilities connected directly or indirectly to the sewer system of the District:

1) A minimum service charge for each connection shall be paid each month as follows: \$7.23 (Seven dollars and twenty-three cents).

2) The volume charge for all billable usage shall be \$6.20 (Six dollars, twenty cents) for each 1,000 (one thousand) gallons or portion thereof. The billable usage shall be determined by the average monthly water usage billed during the four-month period, December through March or other period as determined by the District. The average winter volume charge as determined will reflect volume and strength cost associated with normal domestic wastewater and eliminate non-sewer water usage such as irrigation. When determined, the volume charge will be applied uniformly each month.

Director Sanchez seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

Director Sanchez made a motion to adopt the following resolution:

RES. # 32 -2020 WHEREAS the Board of Directors has determined that present revenues are adequate to provide for the financial needs of the District, and,

WHEREAS, the Board has determined that the fair and reasonable annual charge for all customers within the Park Terrace Subdivision for sanitary sewer service provided by the District to be \$370.00 (Three hundred seventy dollars, and zero cents).

NOW, THEREFORE, BE IT RESOLVED THAT Appendix C, Section (B) of the Rules and Regulations be amended to read as follows:

The monthly charge for all residential customers within the Park Terrace Subdivision effective January 1, 2021, (regardless of delivery date of the service) shall be \$30.83 (Thirty dollars, and eighty-three cents).

Director Ryzkowski seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

NORTH PECOS WATER & SANITATION DISTRICT- Very recently, the District Manager for the North Pecos Water & Sanitation District left their District. Since then, their staff has been consulting with me and other district managers to try to determine if their district is in good shape for required and expected practices. What they've found is that with only having four employees, there is a fear that continuity of operations could be greatly impacted if one or more of them are incapable of performing their duties. They have asked me that if they were in need of a backup support system, could or would Crestview be able to provide an employee or two to help them isolate a water break or stand watch for confined space entry activities. This request is in the spirit of neighbors being good neighbors and lending a helping hand.

My concerns are this; if Crestview staff were to assist them and got injured, whose worker's comp would cover the injury, would an IGA need to be created to detail our liabilities for helping? I don't see that being neighborly is a bad thing in any way other than the liabilities. Crestview has had different interactions with North Pecos over the years at the sewer lift station where North Pecos allowed Crestview to temporarily divert some of its sewer flows into their system so that we could perform scheduled maintenance on the lift station.

Crestview and North Pecos have an emergency sewer overflow/interconnect between our systems at Kidder Drive and Elati Street. How does the Board and the District's attorney feel about Crestview being an "emergency" support for North Pecos Water and Sanitation? I know that there are many small districts in the metro area that provide each other with shared employees for things like sewer jetting in busier streets for traffic control. It's not unheard of within smaller districts to help each other out.

There were questions from the Board about liabilities, payment for hours worked and who would the Crestview employees ultimately be working for at the time.

Mr. Forman explained that "if we send them to help North Pecos on our time on our payroll, they're working for us, then the employees are covered by us."

ACCESSORY DWELLING UNITS (ADU's)-There is a lot of talk these days among cities and districts regarding Accessory Dwelling Units (ADU's). ADU's are basically an additional living space/structure that is constructed on a single-family residential property that is used as a second residential unit. Denver Water and Metro Wastewater consider them to be stand alone type structures and should be treated as such regarding connections and fees. My only concern about ADU's is if the owner decides to subdivide the property. If there aren't separate water and/or sewer connections to the ADU, how can it be separated for the new owner? For billing, it seems to be no different than if a house is divided into two units with the main level as one unit and the basement as a second unit. The water is still being metered and the sewer is still being billed by water consumption through the meter.

The question is, are ADU's required to have separate water and sewer connections to Crestview's water and/or sewer systems. If yes, they would also need to pay connection fees for water and/or sewer.

They would also have to pay separate service charges and volume charges from the main structure. Metro Wastewater requires ADU's to have separate connections and pay separate connection fees. Denver Water doesn't require separate connections but does require the owner to pay another connection fee. Crestview's Rules and Regulations do not address ADU's to date. I think it would be best for the Board to amend the District's Rules and Regulations to include ADU's and how they are connected to Crestview's system. Separate connection fees should also be discussed. With Denver Water and Metro Wastewater requiring the payment for these additional connections, should Crestview institute the same requirements?

Director Doak indicated that he did a bit of research on ADU's and with Denver, if the property is big enough to subdivide the property, it's simple, subdivide and charge the fees. He recommended that we check with Adams County about ADU's and follow their guidance. Director Doak suggested that we add a mention in the Rules and Regulations that states "One address, one connection. If for any reason in the future the property is subdivided, a separate water and/or sewer tap will be required."

AWIA- America's Water Infrastructure Act was signed into law on October 23, 2018. AWIA requires all Community Water Systems to comply with the law by dates that are determined by the population served by the respective system. Crestview's required date to comply with the law is June 30, 2021. There are two parts to AWIA; a Risk and Resiliency Assessment and an Emergency Response Plan. The Risk and Resiliency Assessment is due by June 30, 2021 and the Emergency Response Plan is due December 30, 2021. Maintenance Superintendent, Jessen Eckert and I will be creating the required reports. The EPA has online templates and check off sheets to assist with the process.

EMPLOYEE POLICY MANUAL UPDATE-Effective January 1, 2021, the State of Colorado will have a new law on the books regarding Equal Pay for Equal Work. I have drafted a resolution to create a new subsection within the employee policy manual addressing the minimum requirements of the new Equal Pay for Equal Work act. The act requires that all Colorado employers must notify all of their employees any time there is an opening or a new position that could be considered as a promotional position. The new subsection would be 1.90 Equal Pay for Equal Work. Crestview's attorney has reviewed the draft wording for the update to the manual and has approved it for the Board's use.

Also becoming law on January 1, 2021 is the Healthy Families and Workplaces Act. This is a paid sick leave law that requires all employers with sixteen or more employees to supply their employees with at least 48 hours of paid sick leave per year. Crestview's attorney, Ron Forman and I are reviewing the law currently and will have a resolution for the Board to amend the District's Employee Policy Manual during the January 13, 2021 meeting of the Board. The amendment will adjust Crestview's policies to be in line with the new law.

Director Ryzkowski made a motion to adopt the following resolution

RES. # 33 -2020 WHEREAS, the Board of Directors, Crestview Water & Sanitation District desires to amend the Employee Policy Manual Section 1.00 – General to add a new Subsection 1.90 Equal Pay for Equal Work, and

NOW THEREFORE, BE IT RESOLVED THAT the Crestview Water and Sanitation District Employee Policy Manual, Section 1.00 – General, Subsection 1.90 Equal Pay for Equal Work section be added and is to read as "Effective January 1, 2021, the state of Colorado has enacted the Equal Pay for Equal Work act. The act requires an employer with at least one employee in Colorado, to inform every employee of all promotional opportunities regardless of the employee's qualification for the job. Additionally, job postings must include the position's compensation range and benefits. Employers must make reasonable efforts to inform employees of promotional opportunities prior to making a promotion decision. "Reasonable efforts" include any method whereby an employee is told where to find postings or announcements of promotional opportunities and can access such information at the workplace.

A "promotional opportunity" exists when an employer "has or anticipates a vacancy in an existing or new position that could be considered a promotion for one or more employees in terms of compensation, benefits, status, duties or access to further advancement."

BE IT FURTHER RESOLVED THAT all current and new full-time employees be given a copy of the manual, given an opportunity to ask questions concerning the policies and sign a receipt of understanding, and

BE IT FURTHER RESOLVED THAT the District reserves the right to change or rescind these policies at any time, as well as the right to determine whether, and to what extent, these policies and procedures should be applied in any given circumstances.

Director Sweeny seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted.

COVID-19 OPERATIONAL UPDATE- This is what we've been doing.

CLOSED!!! Adams County has closed many of its buildings from November 30th to January 5th to help combat the spread of COVID-19. For the most part, Crestview follows Adams County's actions regarding closures therefore, Crestview's office is closed to walk-in service as of November 30th and will reopen on January 5th in accordance with Adams County's closings.

Crestview's office employees continue to work in the office.

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. This Executive Order was extended several times since March 20th then 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. Executive Order D 2020 098 was extended by Executive Orders D 2020 132 and D 2020 157 which temporarily provides relief and State support to public utility customers to mitigate, respond to, and recover from the current economic disruption due to the presence of COVID-19 in Colorado. Executive Order D 2020 157 was extended through Executive Order D 2020 245 and will expire on December 4th unless further extended.

The office has been sending emails to customers who have a balance of \$150 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 employees are being provided masks, gloves and safety glasses.

All of Crestview's staff have returned to 5 eight-hour days. The pipeline replacement team will go back to 4 ten-hour days in the spring once there is more daylight to work in. The rest of the staff will stay on 5 eight-hour days.

Per Colorado Governor's Executive Order D 2020 039 and extended multiple times since, 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. The order 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. This Executive Order was extended again on November 9th as Executive Order D 2020 245 and will expire on December 9th unless extended again.

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 November purchase
32,578,000 gallons
Average since 2006 is 35,306,000 gallons

MERRY CHRISTMAS EVERYONE!

Enc.

IGA Berkeley Water for master meter connections
RES Berkeley Water/Crestview Water master meter connection IGA

2021 Budget
2021 Budget Message
RES 2021 Mill Levy certification
RES 2021 Water Rates
RES 2021 Sewer Rates
RES Park Terrace Sewer Rates 2021
RES employee incentive award

BILLS—

Director Sweeney made a motion to adopt the following resolution:

RES # 33.5 -2020 – BE IT RESOLVED THAT Bills be paid.

Director Ryzkowski seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted

OFFICE DATA-

The November Office Data was accepted as presented

FINANCIAL REPORT-

The November Financial Report was accepted as presented

TAP REPORT-

The November Tap Report was accepted as presented

UNFINISHED BUSINESS-

None

PUBLIC INFORMATION-

None

NEW BUSINESS-

Employee Incentive Award

Director Sanchez made a motion to adopt the following resolution

RES. # 34 -2020 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 RESOLVED THAT the award is made in December 2020, 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 Martin seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted

OLD BUSINESS-

None

All future Board of Directors meetings will start at 5:30pm

There being no further business, Director Sweeny made a motion to adjourn the meeting with Director Sanchez seconding the motion. The Board meeting was adjourned at 8:17pm.

Respectfully submitted,

Danny Sweeney, Secretary/Treasurer