

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
JULY 14, 2021

The regular 5:30 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held July 14, 2021, in-person and 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
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Absent:

Kathy Laurienti	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 KATHY LAURIENTI

No report this month

MINUTES FOR APPROVAL, June 9, 2021

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the June 9, 2021, meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the June 9, 2021, meeting of the Board were accepted as presented.

DISTRICT MANAGER'S REPORT

The July 14, 2021, meeting of the Board will be at 5:30 PM in person and via Zoom. The meeting can be accessed by typing Zoom.com into your browser. The **meeting number** is **871 8466 3497**. The **passcode** is **495805**. The building will be open to the public for the meeting.

JULY BIRTHDAYS - Happy July birthdays go out to Director Tom Ryszkowski and Crestview attorney Ron Forman. Happy birthday!

SPECIAL DISTRICT ASSOCIATION ANNUAL CONFERENCE-The SDA annual conference is scheduled for an IN-PERSON conference September 14-16. The conference is Tuesday through Thursday this year. Friday is back-to-work day. I set up the conference Registrations and room reservations on July 6th for Danny & Mary, Tom, Kathy & Carol and myself to attend. The conference will begin on Tuesday, September 14th at 7:00 AM with a breakfast and breakout sessions afterward. I can provide a ride to the conference if anyone wants a ride there with me.

DESIGNATION OF PERSON/S TO PREPARE THE 2022 DRAFT BUDGET-It is time to designate, by resolution, a person or persons to prepare a draft budget for 2022 for presentation to the Budget Committee at the annual Budget Committee meeting to be held on September 29, 2021. Generally, the Board will designate the District Manager and the District's auditor to prepare the draft budget. I have provided you a copy of the resolution in your packet.

Director Ryszkowski made a motion to adopt the following resolution:

RES. #26 -21 WHEREAS, The Board of Directors of the Crestview Water & Sanitation District shall designate or appoint a person or persons to prepare the 2022 Budget, and

WHEREAS, The Board has requested District Manager Mitchell T. Terry, Poysti and Associates, LLC and a committee of the entire Board to prepare and submit a proposed Budget for 2022, and

WHEREAS, They are to prepare and submit the proposed 2022 Budget to the Board of Directors of the Crestview Water & Sanitation District per state statute on or before October 15, 2021, and

NOW, THEREFORE BE IT RESOLVED THAT Mitchell T. Terry, Poysti and Associates, LLC and the committee of the entire Board be appointed to prepare and submit the 2022 Budget and present the Budget at the October 13, 2021, regular meeting of the Board.

Director Martin seconded the motion.

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

NAYS: none

The resolution was unanimously adopted

Director Doak asked what Mr. Terry what he is figuring for cost-of-living increases for 2022.

Mr. Terry indicated 5% for 2022.

Director Doak would like a list of cost-of-living increases for the past 10 years.

Mr. Terry indicated that he would create a list and also bring in the annual Salaries and Benefits survey that he conducts that include up to seven various districts around the metro area.

2022 BUDGET PREPARATION CONTINUED-I am currently working on collecting data for the 2022 Budget. The budget committee meeting is scheduled for September 29th. I called Los Amigos Kitchen at 7260 Pecos Street and reserved the back room for our meeting. We will have the room from 6:00 PM to 9:00 PM. If there is a different restaurant that you would prefer to go to, please let me know.

METRO WATER RECOVERY- The Metro Wastewater Reclamation District has changed its name to Metro Water Recovery to bring clarity to their role in the water cycle and how they are serving the community. Metro is a critical resource recovery agency - water, energy and biosolids. The new name will be official as of September 1, 2021. Crestview's current service contract has been assumed by Metro Water Recovery requiring no action by Crestview.

2021 WATER MAIN REPLACEMENT PROJECT- The 2021 water main replacement project consists of the streets of Ruth Way, Avrum Drive and Warren Drive of which all three water mains will be replaced from Jordan Drive north to 72nd avenue. The project will be approximately 5,200 linear feet long. The water main replacement in Avrum Drive is complete along with the transfer of all the services. The old main was abandoned on May 5th. The pipeline crew has also replaced the water main on Ruth Way and abandoned the old main. The pipeline crew is now replacing the water main in Warren Drive. Once the 2021 Water Main Replacement project is complete, the pipeline crew will begin potholing on the streets of Larsh Drive and Jordan Drive for the next project. Larsh Drive will be replaced from 68th avenue north to 72nd avenue and Jordan Drive will be replaced from Fern Drive east to Samuel Drive. This project will have approximately 4,800 linear feet of water main replacements.

Director Doak asked if Crestview has seen a spike in prices of PVC pipe and accessories.

Mr. Terry indicated that nothing yet however, Larry Hopper purchased everything for the current project before the project began.

CLEAR CREEK VILLAGE- The Clear Creek Village development, located at 6001 Federal Blvd. is still in the design phase of both the water mains and sewer mains that will be needed for the project.

The project will also include adding a third master meter connection at 56th avenue and Lowell Blvd. As for the sewer portion of the development, the developer's engineer is working to assess the flows from their development and potential developments to the north of their project to create a second Metro Wastewater metering station to meter their flows and potential flows from the north. Once they have the required information, the developer will provide a packet to Crestview to use to petition the Metro Wastewater Board to allow for a second Crestview metering station to be constructed and attached to their system. Based on Metro's rules and regulations, Crestview would need to schedule time with the Metro Board to have them review and approve the connection.

WESTMINSTER STATION/POMPONIO TERRACE- Filing 4 water plans are now at Denver Water for their review. Once Denver Water provides their review comments back to the developer's engineer, the engineers will make changes then provide them to Crestview and Denver Water for final approval. Filing 3 is progressing well with stub-in fees being paid for the services within filing 3. Tap fees will be paid when the developer requests meter sets.

Denver Water June purchase
71,101,000 gallons
Average since 2006 is 72,753,000 gallons

Enc.
RES to designate person/s to prepare the 2022 Draft Budget

BILLS –

Director Sweeney made a motion to adopt the following resolution:

RES # 27-21 – **BE IT RESOLVED THAT** Bills be paid.

Director Doak seconded the motion.

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

NAYS: None.

The resolution was unanimously adopted

OFFICE DATA-

The June Office Data was accepted as presented

FINANCIAL REPORT-

The June Financial Report was accepted as presented

TAP REPORT-

The Tap Report was accepted as presented.

UNFINISHED BUSINESS-None

PUBLIC INFORMATION- None

OLD BUSINESS- None

There being no further business, Director Martin made a motion to adjourn the meeting with Director Doak seconding the motion. The Board meeting was adjourned at 6:15 pm.

Respectfully submitted,

Danny Sweeney, Secretary/Treasurer