

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF  
THE CRESTVIEW WATER AND SANITATION DISTRICT  
ADAMS COUNTY, COLORADO  
FEBRUARY 9, 2022

The regular 5:30 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held February 9, 2022, in-person and on Zoom. The meeting was presided over by Director Tom Ryszkowski. Board Secretary, Danny Sweeney was present to record the minutes.

Members present:

Danny Sweeney	Secretary/Treasurer
Tom Ryszkowski	Director
Victor Sanchez	Director

Also, present:

Kathy Laurienti	Metro Representative
Allison Ulmer	Attorney
Mitch Terry	District Manager

Excused Absent:

Mike Doak	President
Jill Martin	Vice-President

**THE PLEDGE OF ALLEGIANCE WAS RECITED**

**PUBLIC COMMENTS-**

No one from the public joined the meeting.

**METRO WATER RECOVERY REPORT BY KATHY LAURIENTI**

- Metro is hosting a tour of the Robert Hite treatment facility on March 3<sup>rd</sup> for Metro Board of Directors members.

**MINUTES FOR APPROVAL, JANUARY 26, 2022**

Director Ryszkowski asked if there were any corrections, deletions or additions to the Minutes for the January 26, 2022, meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the January 26, 2022, meeting of the Board were accepted as presented.

**DISTRICT MANAGER'S REPORT**

**2021 FINANCIAL AUDIT-**

Charlie Poysti of Poysti and Associates, LLC, came to Crestview's office to perform the 2021 Financial Audit on January 21<sup>st</sup>. I sent my review notes of the audit and a confirmation of proposed journal entry adjustments to Mr. Poysti on February 7<sup>th</sup> for him to review. I have asked Mr. Poysti to present the 2021 Audit to the Board during the March 9<sup>th</sup> meeting of the Board. It is likely that he will want to participate via Zoom since he lives in southwest Colorado.

**CDPHE REQUIRED SANITARY SURVEY-**

The Colorado Department of Public Health and Environment visits each drinking water provider in the state on a three-year rotation. Crestview's next Sanitary Survey is February 9<sup>th</sup> this year. When CDPHE comes to perform the Sanitary Survey, they review the records from the maintenance department for valve exercising, fire hydrant flushing, tank inspections and chlorine testing results. They also will review the comprehensive tank inspections that we had performed. CDPHE requires the comprehensive tank inspections every 5 years. CDPHE will have Dominic Delgado meet with me and Jessen Eckert, Crestview's Maintenance Superintendent to perform a walk around of the District's storage tanks and perform a few chlorine sample tests around the District.

METRO ATTENDANCE-The Bylaws of the Metro Water Recovery, Article IV, Section 5(e), state "Semi-annually, the CEO shall notify the Executives of the Director's Member Municipality of the attendance records for the periods January through June and July through December of its representative(s) at Board of Directors and committee meetings. The notices shall be sent out in January and July of each year". Included in your packet is a summary of the attendance record, based on the number of meetings for which your Director is assigned for July through December 2021. Crestview's appointed Director is Kathy Laurienti. Ms. Laurienti attended two out of twelve meetings held.

TANK PAINTING-

I researched our records and found that the tanks were last painted in 2006 at a cost of \$348,000. I have contacted three different tank companies requesting quotes for them to paint our tanks. One of the questions they are asking is, do we want any special writing or images on the tanks. I have been telling them no but that I would consult with the Board to see how they want the tanks painted. Currently, the tanks are sky blue. I have contacted Midco Diving & Marine, US Underwater and Pittsburg Tank & Tower Group. Thompson Coatings in Greeley, CO painted the tanks in 2006. US Underwater stated that they don't paint tanks.

BONDS-

Crestview has two bonds that will mature in 2022. The first bond will mature in April and the second bond will mature in September. Currently, Crestview has ten \$1 million bonds. The bond that is maturing in April is a 2.5-year bond with a yield to maturity rate of 1.56. the bond that is maturing in September is a three-year nine-month bond with a yield to maturity rate of 2.55. Does the Board desire to purchase replacement bonds in April and September as the old bonds expire? Due to COVID, many of our bonds were called and replaced with quite low yields ranging from .29 to .84. With the current market rates being back in the 1.5 yield range, does the Board want to purchase any additional bonds at this time to counter the lower yielding bonds? Crestview's auditor indicated that purchasing additional bonds is not a bad idea as Crestview has enough cash to carry through about a year and that 6 months is a healthy number.

Due to the COVID rates and inflation, 2021 was not a good year for the bonds that Crestview currently holds. With the bond values dropping and the lower yield rates, the District lost \$98,334 based on the 2021 audit.

*After the board was informed of the new higher yields in bonds, the Board chose to purchase two additional \$1 million bonds.*

Director Sanchez made a motion to adopt the following resolution:

**RES. # 03 -22** WHEREAS the Board of Directors of the Crestview Water and Sanitation District has determined that it is desirable for the District to seek maximum possible investment income on its accumulated funds, and

**WHEREAS**, the Board has determined that an investment through Time Value Investments, Inc., of Seattle, Washington (TVI) in bonds approved in the Colorado Revised Statutes is a permissible and appropriate investment for a Colorado Special District; and

**WHEREAS**, the Board has determined that such investment may provide additional investment income beyond what is being obtained through current investments;

**NOW, THEREFORE, BE IT RESOLVED THAT** the District will make an investment in two (2) separate \$1 million approved bonds through TVI as described above in the combined amount of \$2,000,000 (TWO MILLION DOLLARS).

Director Ryszkowski seconded the motion.

AYES: Directors Sweeney, Ryszkowski, and Sanchez.

NAYS: None.

The resolution was unanimously adopted

**2022 WATER MAIN REPLACEMENT PROJECT-**

The pipeline crew has been potholing on the streets of Larsh Drive and Jordan Drive for the project. Larsh Drive will be replaced from 68<sup>th</sup> avenue north to 72<sup>nd</sup> 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. Denver Water has finally approved the plans. It is anticipated that the work will begin the week of March 1<sup>st</sup> and will last until sometime in August.

*Director Sanchez asked if Larry could order bulk items now to prepare for the future projects to help fight off the supply chain issues.*

*Mr. Terry indicated that he would mention it to Larry Hopper.*

The pipeline crew had an issue on February 9<sup>th</sup> with an overhead power line. Larry Hopper was driving the excavator down Alan Drive and contacted a low hanging power line causing enough tension on the wire to break a utility pole nearby and damage the electrical masts of two homes. Xcel Energy has been notified along with Crestview's insurance provider.

**CLEAR CREEK VILLAGE-**

The developer, Crestview staff and representatives of Denver Water met on January 27<sup>th</sup> to discuss the horizontal location of the proposed twelve-inch water main and new master meter to be constructed in Lowell Blvd. from 58<sup>th</sup> avenue north to 62<sup>nd</sup> avenue. This project is moving forward and may create the need for the Board to adopt a resolution in the future to allow for specific reimbursements to the developer as other developments are built in the west pressure zone. State statute dictates that reimbursement agreements can only be set for ten years with the possibility of an additional 5 years afterward if the Board allows it. The west pressure zone is bordered by Tennyson Street on the west, the railroad tracks traveling southeast from Lowell Blvd. to 64<sup>th</sup> avenue and the south boundary of the District.

**WESTMINSTER STATION/POMPONIO TERRACE-** Filings 3 & 4 are progressing well with both the water and sewer mains installed. All of the water and sewer taps purchased from Crestview have also been paid to both Metro Water Recovery and to Denver Water.

**DUMP TRUCK PURCHASE-**

Larry Hopper, Crestview's Pipeline Superintendent, has asked that we not purchase a new dump truck but instead use some of the dedicated funds to replace it to have the dump bed relined to make it smoother, reupholster the driver's seat, re-seal the PTO, replace the brakes and other small items. Larry anticipates the truck lasting another 5 to 10 years.

Denver Water January Purchase  
34,651,000 gallons  
Average since 2006 is 36,584,000 gallons

**ATTORNEY'S REPORT- ALLISON ULMER**

Ms. Ulmer stated that there are no legal issues to discuss to date

**BILLS –**

Director Sanchez made a motion to adopt the following resolution:

**RES # 04-22 – BE IT RESOLVED THAT** Bills be paid.

Director Sweeney seconded the motion.

AYES: Directors Sweeney, Ryszkowski, and Sanchez.

NAYS: None.

The resolution was unanimously adopted

**OFFICE DATA-**

The January Office Data was accepted as presented

**FINANCIAL REPORT-**

The January Financial Report was accepted as presented

**TAP REPORT-**

The Tap Report was accepted as presented.

**PUBLIC INFORMATION-** Nothing new, only information currently on the District's website.

**NEW BUSINESS-** House Bill-1110- HB-1110 directs each state agency, on or before July 1, 2022, must have a plan to meet website accessibility standards for people with disabilities including auditory, cognitive, neurological, physical, speech or visual impairment.

Crestview's current website is not ADA compliant however, Mr. Terry will be meeting with a website design consultant, Streamline, to get more information including pricing. Mr. Terry will also reach out to the current website provider to get pricing from them to bring the current website inline with the new law. HB-1110 requires all state agencies to meet the standard by July of 2024.

There being no further business, Director Ryszkowski adjourned the meeting at 6:13 pm.

Respectfully submitted,

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Danny Sweeney, Secretary/Treasurer