

**PLATTE CANYON WATER AND SANITATION DISTRICT
BOARD MEETING SUMMARY FOR
JANUARY 27, 2017 MEETING**

The regular monthly meeting of the Board of Directors of the Platte Canyon Water and Sanitation District convened on Friday, January 27, 2017, at 8:30 a.m. in the Districts' office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

The Board reviewed and approved the District's financial reports for the month of December, 2016 which included accounts payable, unaudited financial statements, and investment transactions and balance reports. Following a brief discussion, the Board voted unanimously to approve all accounts payable and investment items as presented.

The Board also unanimously approved the adoption of a Resolution designating the location for posting Open Meeting Law Notices. The resolution designated the Scott J. Morse Water Pump Station, located at 7677 W. Ken Caryl Avenue, Littleton, Colorado 80128 and the Platte Canyon district office, located at 8739 W. Coal Mine Avenue, Littleton, Colorado 80123 as the locations for posting the 24-hour meeting notice for Platte Canyon Board meetings for purposes of complying with the provisions of the Colorado Open Meetings Law statute for transparency purposes

The District's financial administrator, informed the Board that the District audit has been scheduled and once completed will be presented to the Board at either the February or March meeting.

The District's manager provided status reports on the following topics:

✚ **Personnel Matters.** Mr. Fitzgerald reported that the search for a new assistant manager is going well. He stated that the District received approximately 30 applications which were screened and narrowed down to 5 applicants who were interviewed for the position. The final list of candidates has been narrowed down to 3 people, and the manager hopes to have a decision made within the next two to three weeks.

✚ **Platte Canyon Purchase of Property Adjacent to the Scott J. Morse Pump Station.** The manager reported that Tony Cocozzella, District construction coordinator, has made significant progress in the effort to acquire a tract of land, adjacent to the Scott J. Morse Water Pump Station, from Denver Water. A meeting was recently held with Denver Water legal representatives and property staff, Mr. Cocozzella and Mr. Flynn (the District's legal counsel) to establish a process and schedule for concluding the property sale. Legal counsel for both entities believe that it would be most efficient if Platte Canyon initiated a condemnation proceeding to acquire the property, rather than trying to go through Jefferson County's subdivision process. It is anticipated that the Denver Board of Water Commissioners will declare the property "surplus property" and thus eligible for conveyance, at either its January or February meeting.

 **Platte Canyon Office Building Remodel Project.** Remodeling of the Platte Canyon office has been delayed for a number of reasons. The manager recently met with the designer and contractor to determine an acceptable process and schedule to move forward and complete the Project. It is now believed that the remodeling Project is back on track. Construction is now well underway.

The District's operations supervisor reported that during December 2016, there were no sanitary sewer service interruptions. There were, however, three water breaks that occurred during the month. He also provided an update on the status of the Scott J. Morse Water Pump Station Renovation Project and noted that the Project is going well and is currently on schedule.

The District's construction coordinator updated the Board of Directors on new and ongoing developer projects as well as District capital projects which are in the design phase at the present time. Information on all of the District's capital projects is available on the District's website.

There being no new business to come before the Board, the meeting was adjourned.

The next scheduled meeting of the Platte Canyon Board of Directors is February 24, 2017.