

# PLATTE CANYON WATER AND SANITATION DISTRICT

## BOARD MEETING SUMMARY FOR DECEMBER 15, 2017 MEETING

A monthly meeting of the Board of Directors of the Southwest Metropolitan Water and Sanitation District convened on Friday, December 15, 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 November, 2017 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 approved:

- Integrated System Distribution Agreement with Denver Water which clarifies each entities responsibilities and obligations to meet public drinking water regulations. The Colorado Department of Public Health and Environment recently made Denver Water make some revisions to the agreement. District staff and the District attorney reviewed the agreement and with minor revisions has approved.
- Agreement for Information Technology Service and Support. This agreement allows North Star, Inc. to monitor and perform IT services as needed.
- Engagement Letter for Legal Services with Collins Cockrel & Cole.
- Approved the meeting minutes for the November 17, 2017 meeting of the Board of Directors.

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

- ✚ **Valley Sanitation District Realignment Project** Cynthia Lane gave an update on the project stating that the contract for Engineering/Design is complete and the loan application process has begun with an April submission date to the State.
- ✚ **New Employee** Cynthia Lane reported that staff had selected Tayler Gray to fill the Communications and Administrative Services Coordinator position. Tayler will start Monday, December 18, 2017.
- ✚ **Scott J Morse Pump Station** Pat Fitzgerald reported that the siding and roof are complete. Jefferson County has approved the site plan so District staff will begin the bid process.
- ✚ **Health Care Benefits** Cynthia Lane gave an update to the board on the health care benefits for staff. A meeting was held with staff and spouses to review the changes made to the benefits package. All enrollment paperwork was completed and submitted.

✚ **District Insurance** Pat Fitzgerald reported that the Colorado Special Districts Property and Liability Pool insurance renewals for 2018 have been received by all Districts and approved.

✚ **Water Research Foundation** Cynthia Lane reported that the Water Research Foundation “Implementing Innovation within Water Utilities” research project has been approved and that Platte Canyon will be a participating utility in the project.

The District’s operations supervisor presented his November 2017 Operations Report.

The District’s construction coordinator updated the Board of Directors on new and ongoing developer projects as well as District capital projects. Information on all of the District’s capital projects is available on the District’s website [www.plattecanyon.org](http://www.plattecanyon.org).

The next scheduled meeting of the Platte Canyon Board of Directors is January 26, 2018.