

RECORD OF PROCEEDINGS

MINUTES OF JOINT REGULAR MEETING

BOARD OF DIRECTORS

PLATTE CANYON WATER AND SANITATION DISTRICT

AND

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT¹

Friday
July 28, 2017
Jefferson County, Colorado

The regular monthly meeting of the Board of Directors of the Platte Canyon Water and Sanitation District (“Platte Canyon”) and the Board of Directors of the Southwest Metropolitan Water and Sanitation District (“Southwest”) convened on Friday, July 28, 2017, at 8:30 a.m. in the Districts’ office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123. Although jointly conducted, a portion of the meeting pertained solely to one District or the other and, accordingly, at times only the vote of one Board or the other was required.

The following Platte Canyon Directors were in attendance, to wit:

William Buckner
Anthony M. Dursey
Louis J. Fohn
George E. Hamblin, Jr.
Richard Rock

The following Southwest Directors were in attendance, to-wit:

Anthony M. Dursey
Kenton C. Ensor, Jr.
George E. Hamblin, Jr.
Chuck Hause
Bernard J. Sebastian, Jr.

The following Platte Canyon staff members were in attendance: Patrick J. Fitzgerald, manager; Cynthia Lane, assistant manager; Vanessa Shipley, financial

¹ and each District’s Water and Sanitary Sewer Activity Enterprise.

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administrator; Scott Hand, operations supervisor; and Tony Coccozzella, construction, plan review and special projects coordinator.²

Also in attendance were: Richard H. Cassens, from ENS Consulting, LLC, Platte Canyon's consulting engineer; Chad Weaver and Adam Butz from Dewberry Engineers, Inc., a consulting engineer for Southwest; and Timothy J. Flynn, from Collins Cockrel & Cole, P.C., legal counsel for both Districts.

CALL TO ORDER

The meeting was called to order by Platte Canyon President, Richard Rock, who presided as Chair.

PLATTE CANYON ACTION ITEMS

1. **Approval of Platte Canyon Agenda.** A motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Dursey to approve, as presented, the Platte Canyon agenda. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

2. **Platte Canyon Accounts Payable.** The Boards reviewed a list and supplemental list of Platte Canyon vouchers paid and payable for the month of July 2017, in the aggregate amount of \$297,023.53, represented by Platte Canyon check nos. 31248 through 31293, inclusive, together with various electronic payments for employee salaries, utility payments, and other authorized electronic fund payment vendors.

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to: (a) ratify, approve, and confirm all checks written and all electronic fund transfers occurring since the Boards' June 23, 2017 joint regular meeting, including all checks written by the manager for less than \$2,500.00; and (b) approve for payment the payables presented to the Platte Canyon Board at this meeting, which motion included authority for Platte Canyon Directors to

² Southwest has no employees. The above-named personnel are Platte Canyon employees who, pursuant to contract with Platte Canyon, provide management, operation and maintenance services for Southwest.

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execute checks in payment thereof. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

3. **Platte Canyon Investment/Deposit Transaction Report.** Vanessa Shipley reviewed with the Boards the Schedule of Investment Principal Activity for Platte Canyon for the month of June 2017, which reflects the following transactions:

(a) **New Purchases.** No treasury notes or agency securities were purchased by Platte Canyon during the month;

(b) **Redemptions.** On June 30, 2017, a \$1,000,000 par value Treasury note matured, generating \$1,000,000 in principal proceeds, plus accrued interest to Platte Canyon; and

(c) **Renewals.** On June 11, 2017, Platte Canyon renewed for a term of one year a \$150,000 Certificate of Deposit at Fowler State Bank, bearing interest at the rate of 1.25% per annum and maturing on June 11, 2018. On June 20, 2017, Platte Canyon renewed a \$250,000 Certificate of Deposit at Colorado State Bank for a term of 18 months, bearing interest at the rate of 1.15% per annum and maturing on December 20, 2018.

At the conclusion of Vanessa Shipley's review of the above-referenced investment transactions, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Fohn to ratify, confirm and approve the Platte Canyon Investment Principal Activity for the month of June 2017. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

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4. **Award of Construction Contract for Replacement of a 6” Water Main in Morning Glory Lane.** Richard Cassens summarized the bids received by Platte Canyon for the replacement of a 6-inch water main in Morning Glory Lane in the Bow Mar South Subdivision, Third Filing. Four bids were received. The low bidder was Levi Contractors.

At the conclusion of the discussion and based upon the engineer’s recommendation, a motion to award a contract to Levi Contractors was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The motion included authority for appropriate officers of Platte Canyon to execute the Notice of Award and related contract documents when they are available.

5. ***Approval of Intergovernmental Agreement between Grant Water & Sanitation District and Platte Canyon for sewer service to Clement Park.** The manager reviewed with the Boards a proposed Restated and Amended Intergovernmental Agreement between Platte Canyon and the Grant Water & Sanitation District, whereby Platte Canyon authorizes Grant to continue discharging wastewater into Platte Canyon’s sanitary sewer system at South Pierce Street and West Fair Drive for the purpose of providing sewer service to restroom and other facilities owned by the Foothills Park & Recreation District in Clement Park. The agreement was originally entered into in 1995 and was amended in 2002 to expand Grant District’s capacity in Platte Canyon’s sanitary sewer system from 15 single family equivalent sewer taps to 25.3 single family equivalent sewer taps.

Due to remodeling and expansion of Foothills’ facilities at the park, Grant has requested additional capacity in Platte Canyon’s sanitary sewer system up to 30 single family equivalent sewer taps. The Restated and Amended Intergovernmental Agreement provides that additional capacity and also incorporates the new methodology used by Platte Canyon for calculating single family equivalent taps.

At the conclusion of the manager’s review, and based upon his recommendation, a motion to approve the Restated and Amended Intergovernmental Agreement, and to authorize its execution by appropriate officers of Platte Canyon, was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Hamblin. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

*At this point, the Southwest Board considered Southwest Action Item No. 6, reflected later in the minutes, so that Dewberry engineer Adam Butz would not need to be present for the entire joint meeting.

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William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

6. **Adoption of Restated and Amended Resolution 2017-7-1 Authorizing the Acquisition of Property.** The manager and legal counsel reviewed with the Boards Restated and Amended Resolution 2017-7-1 which authorizes Platte Canyon to acquire an approximate 11,000 square foot parcel of land adjacent to the Scott J. Morse Water Pump Station from Denver Water by either negotiation or condemnation. This Resolution which was originally adopted in May 2017 contained a typographical error in the legal description. The Restated and Amended Resolution corrects that clerical error.

At the conclusion of the discussion and based upon the manager and legal counsel's recommendation, a motion to adopt Restated and Amended Resolution 2017-7-1 was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Hamblin. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

A copy of Restated and Amended Resolution 2017-7-1 is attached to the original of these minutes as Exhibit A.

PLATTE CANYON INFORMATION/DISCUSSION ITEMS

There were no Platte Canyon information or discussion items to come before the Platte Canyon Board.

PLATTE CANYON NEW BUSINESS

There was no new business to come before the Platte Canyon Board.

JOINT PARTICIPATION PORTION OF THE MEETING

Platte Canyon's president, Richard Rock, continued to act as Chair for the joint participation portion of the meeting.

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JOINT MEETING ACTION ITEMS

1. **Approval of Joint Meeting Agenda.** Following a brief discussion, a motion was made by Southwest Director Hause and seconded by Southwest Director Sebastian to approve, as presented, the agenda for the joint participation portion of the meeting. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Approval of the Minutes of the Boards' June 23, 2017 Joint Regular Meeting.** Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Southwest Director Hamblin to approve, as written, the minutes of the Boards' June 23, 2017 joint regular meeting. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

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Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

The approved minutes of the Boards' June 23, 2017 joint regular meeting were then presented to the members of each Board for signature as further evidence of ratification, confirmation, and approval.

JOINT MEETING INFORMATION/DISCUSSION ITEMS

1. **Financial Matters.**

(a) **Platte Canyon Financial Statements.** The following unaudited Platte Canyon financial statements, prepared by Vanessa Shipley for the six-month period ending June 30, 2017, were presented to the Boards:

(i) Statement of Net Assets, dated June 30, 2017, showing Platte Canyon's Assets, Liabilities, and Net Assets;

(ii) Statement of Revenue, Expenses, and Changes in Net Assets for the six-month period ending June 30, 2017;

(iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the six-month period ending June 30, 2017; and

(iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the six-month period ending June 30, 2017.

Vanessa Shipley highlighted those line items that varied from the adopted Budget, which variances she expects will be reduced or disappear during the course of the year. She also identified an error on page 6 of the Platte Canyon financial statements for office expense, which inadvertently included costs associated with the joint office remodel project. This error will be corrected in the July financial statements.

At the conclusion of Vanessa Shipley's review, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Buckner to accept the

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Platte Canyon financial statements, as presented. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

(b) **Southwest Financial Statements.** The following unaudited Southwest financial statements, prepared by Vanessa Shipley for the six-month period ending June 30, 2017, were presented to the Boards:

(i) Statement of Net Assets, dated June 30, 2017, showing Southwest's Assets, Liabilities, and Net Assets;

(ii) Statement of Revenue, Expenses, and Changes in Net Assets for the six-month period ending June 30, 2017;

(iii) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to Annual Budget for the six-month period ending June 30, 2017; and

(iv) Schedule of Revenue and Expenditures – Budget & Actual CM/YTD Actuals Compared to CM/YTD Budget for the six-month period ending June 30, 2017.

During the discussion of the Southwest financial statements, Vanessa Shipley again highlighted certain line items that varied from the adopted Budget, and provided an explanation as to why the variances had occurred.

At the conclusion of the discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to accept the Southwest financial statements, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

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Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

(c) **Platte Canyon Investment/Deposit Report.** The Boards reviewed a list of Platte Canyon’s investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a Report showing the funds Platte Canyon has in approved state depositories and authorized investment pools. As of June 30, 2017, Platte Canyon’s investments and deposits totaled \$10,843,238.33, itemized as follows:

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$289,900.24	2.67%
Certificates of Deposit	\$994,000.00	9.17%
ColoTrust-Prime	\$0.00	0.00%
ColoTrust-Plus	\$3,085,438.52	28.45%
ColoTrust-Trust Account	\$1,484,975.00	13.69%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$0.00	0.00%
U.S. Government Agencies and Instrumentalities	\$4,988,924.57	46.01%
TOTAL	\$10,843,238.33	100.00%

The average yield on Platte Canyon’s investments for the month of June 2017, as calculated by staff, was 1.3187% per annum.

Following a brief discussion, a motion was made by Platte Canyon Director Dursey and seconded by Platte Canyon Director Fohn to accept the Platte Canyon Schedule of Deposits and Investments, as presented. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

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(d) **Southwest Investment/Deposit Report.** The Boards received a list of Southwest’s investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a Report showing the funds Southwest has in approved state depositories and authorized investment pools. As of June 30, 2017, Southwest investments and deposits totaled \$24,723,510.89, itemized as follows:

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$2,302.64	0.01%
Certificates of Deposit	\$2,341,537.80	9.47%
ColoTrust-Prime	\$0.00	0.00%
ColoTrust-Plus	\$2,504,400.25	10.13%
ColoTrust-Trust Account	\$3,814,574.21	15.43%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$6,023,676.92	24.36%
U.S. Government Agencies and Instrumentalities	\$10,037,019.07	40.60%
TOTAL	\$24,723,510.89	100.00%

The average yield on Southwest’s investments for the month of June 2017, as calculated by staff, was 1.8294% per annum.

Following a brief discussion, a motion was made by Southwest Director Dursey and seconded by Southwest Director Sebastian to accept the Southwest Schedule of Deposits and Investments, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Manager’s Information Report.** The manager reviewed the Manager’s Information Report, dated July 2017, a copy of which was previously provided to the members of both Boards. As part of his Report, the manager highlighted the following matters:

(a) **Purchasing Policy and Procedures Revision.** The Platte Canyon and Southwest Purchasing Policies and Procedures are being revised to bring them into

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line with current practice and to simplify them. There are a number of purchasing thresholds that have become out-of-date. These policies were first adopted years ago and Vanessa Shipley and other members of the Platte Canyon staff are in the process of preparing a set of revised policies that will be submitted to the Platte Canyon and Southwest Boards for approval at the August or September Board of Directors' meeting.

(b) **Southwest and Platte Canyon Office Building Remodel Project.**

The Southwest/Platte Canyon office building remodeling project has been completed. The manager presented a summary of the final office remodel project costs and payment responsibilities. The total cost of the contract with Genterro came to \$170,273.61. There was additional work and miscellaneous expenses, such as for furniture ordered as part of the project, which came to \$83,542.55, of which \$42,135.65 was the responsibility of Platte Canyon and \$41,406.90 was the responsibility of Southwest. The grand total project costs came in at \$253,816.16.

(c) **Littleton/Englewood Wastewater Treatment Plant Fog Policy.**

The manager noted that the Platte Canyon staff is in the process of updating Platte Canyon's and Southwest's Fats, Oil and Grease Policy ("FOG Policy") to comply with recently approved pre-treatment addendum to the District's Sewer Connection Agreement and revisions to the Littleton Municipal Code. It is anticipated that the revisions will be presented to the Platte Canyon's and Southwest's Boards respectively at their August 2017 meeting.

Mr. Fitzgerald also noted that the Englewood and Littleton City Councils are planning to conduct a joint city council meeting on August 17, 2017 to discuss, among other matters, the operation of the Littleton/Englewood Wastewater Treatment Plant.

(d) **Valley Sanitation District Sanitary Sewer Outfall Rehabilitation Project.** Cynthia Lane provided a detailed status report on this project. She advised the Boards as to the status of the Project's plan review, which is currently working its way through the Colorado Department of Public Health & Environment. It has taken longer to get the first plan review submittal approved than anticipated, primarily due to staffing issues at CDPHE. She noted that the Valley Sanitation District Board plans to adopt a resolution, calling for an election on the question of incurring debt to finance the rehabilitation project at the Valley Sanitation District board of director's August 16, 2017 meeting. Everything for this Project appears to be on schedule at the present time.

3. **Operations and Maintenance Summary Report.** Scott Hand reviewed the Operations and Maintenance Summary Report for June 2017. For the June 2017

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reporting period, neither Platte Canyon nor Southwest experienced any sanitary sewer service or water service interruptions.

In late June, motor no. #3 in the Scott J. Morris Water Pump Station failed. All contractors who had worked on the project were called to the site to determine the cause. The cause was determined to be improperly connected wires at the junction boxes, which caused the wires to burn up. Motor no. 3 is now back on line, however, the manager has terminated warranty coverage for the motor, and Glacier Construction, the general contractor, is being asked to assume those warranty obligations. There was a general discussion by both Boards as to whether the motor should be replaced, especially since the manufacturer has decided not to honor its warranty. Staff is currently negotiating with the contractor over the replacement of the motor, the cost of which is estimated between \$5,000-\$8,000.

During June, it was reported that Mike Chavez passed his certification exam for a Level III Wastewater Collection System Operator. The other two employees who took the test missed passing the exam by a very narrow margin. Additional study materials have been retained by Platte Canyon for preparation for the next exam. All of the remaining employees have applied to take the exam in September.

CPR training was conducted for all employees. Scott Hand also reported that during the month, Cory Taylor studied for and took the exams needed for a Restricted Use Pesticide Application License. He passed the exam and is now certified to apply the pesticides that Platte Canyon and Southwest use as part of the chemical treatment of roots in each District's sewer lines.

4. **Construction Project Report.** Tony Cocozzella reviewed with both Boards the Capital Project Information and Construction Status Report for both Platte Canyon and Southwest. The Report updated the Boards as to the status of all ongoing Platte Canyon and Southwest projects, including developer and District-specific projects. The Report also identifies those projects that are in design phase at the present time.

5. **Status Report on Pressure-Reducing Valve and Water Connection Ownership and Maintenance Responsibility Memorandum of Understanding.** Cynthia Lane provided a status update as to the Memorandum of Understanding that has been submitted to Denver Water for purposes of controlling the ownership, operating and maintenance responsibility of all pressure-reducing valves and water connections within both the Platte Canyon and Southwest systems, and where those systems connect with Denver Water. Denver Water is currently reviewing the draft MOU and comments are expected in the near future.

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NEW BUSINESS

There was no new business to come before the joint participation portion of the meeting. The next regular meeting of the Boards is scheduled for Friday, August 25, 2017 in the Districts' offices located at 8739 West Coal Mine Avenue, Littleton, Colorado, 80123.

SOUTHWEST ACTION ITEMS

CALL TO ORDER

The Southwest Action Item portion of the joint meeting was called to order by Southwest President, Anthony M. Dursey, who presided as Chair.

1. **Approval of Southwest Agenda.** Following a brief discussion, a motion was made by Southwest Director Hause and seconded by Southwest Director Ensor to approve the Southwest agenda, as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

2. **Southwest Accounts Payable.** The Boards reviewed a list and supplemental list of Southwest vouchers paid (checks under \$2,500) and payable for the month of July 2017, in the aggregate amount of \$172,826.41, represented by Southwest check numbers 18783 through 18815, inclusive, including two electronic fund transfers in payment of Xcel Energy bills.

Following a brief discussion, a motion was made by Southwest Director Hamblin and seconded by Southwest Director Hause to ratify, approve, and confirm the vouchers paid and payable, as presented, and to authorize Southwest Directors to execute checks in payment thereof. The Chair called for a vote of the Southwest Board, and the vote was as follows:

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Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

3. **Southwest Investment/Deposit Transaction Report**. The Boards reviewed the Schedule of Investment Principal Activity for Southwest for the month of June 2017, which reflects the following transactions:

(a) **New Purchases**. No treasury notes or agency securities were purchased by Southwest during the month;

(b) **Redemptions**. No investment securities matured, were redeemed, or were sold by Southwest during the month; and

(c) **Renewals**. On June 11, 2017, Southwest renewed for a term of one year a \$150,000 Certificate of Deposit at Fowler State Bank, bearing interest at the rate of 1.25% per annum and maturing on June 11, 2018. On June 20, 2017, Southwest renewed a \$250,000 Certificate of Deposit at Colorado State Bank for a term of 18 months, bearing interest at the rate of 1.15% per annum and maturing on December 20, 2018.

At the conclusion of Vanessa Shipley's review of the above-referenced investment transactions, a motion was made by Southwest Director Hamblin and seconded by Southwest Director Sebastian to ratify, confirm and approve the Southwest Investment Principal Activity for the month of June 2017. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

4. **Award of Construction Contract for the Installation of Sewer Main at West Coal Mine Avenue and South Newcombe Way**. Tony Cocozzella reviewed with the Boards the bid summary for the replacement of a Southwest sanitary sewer line in West Coal Mine Avenue at South Newcombe Way in the Fairway Vista Filing No. 2 Subdivision. There were four bidders who bid on the base bid and also submitted alternative bids for select backfill and flashfill material. Levi Contractors submitted the

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lowest-base bid. Although the next lowest base-bid, from Excavating and Construction Specialists, was lower with respect to the alternate bid items, the likelihood of having to perform any work on the alternate bid items was determined by staff to be very low. Accordingly, staff and Southwest's engineer recommended award of the contract to Levi Contractors for an amount not-to-exceed \$58,381.

At the conclusion of the discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to award a contract to Levi Contractors in the amount of \$58,381 and to authorize appropriate officers of the District to execute the award contract documents when they are ready for execution. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

5. **Award of Construction Contract for Rehabilitation of Sewer Main in West Chatfield Avenue Between South Pierce Street and Kendall Street in the Herrick-Dale Subdivision.** Tony Cocozzella reviewed with the Boards the bids received for the cured-in-place relining of 2,745 feet of 8" concrete pipe in West Chatfield Avenue from South Pierce Street to South Kendall Avenue. There were three bidders for the Project and the low bidder was Insituform Technologies, LLC. Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Hause to award a contract for the Project to Insituform Technologies, LLC for a contract price not-to-exceed \$98,000. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

The motion included authority for appropriate officers of Southwest to execute the Notice of Award and contract documents when they are available for signature.

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6. **Approval of Construction Contract for Variable Frequency Drive Replacement at the Hogback Pump Station**. Engineers Adam Butz and Chad Weaver from Dewberry Engineers reviewed with the Southwest Board the options for replacing the variable frequency drive for the pump at the Southwest Hogback Water Pump Station. The project was bid with an alternate bid item that included the installation of equipment that would reduce harmonic damage to the pump resulting from radio waves that are produced as a result of the operation of the variable frequency drive pumps. The Dewberry engineers noted that many public utilities are now requiring the upgraded harmonic protection, and it is likely that Xcel Energy will follow suit in the near future.

The matter was discussed in detail by the Southwest Board. It was ultimately determined that the requirement for harmonic protection of this nature is possibly a number of years away. The Southwest Board noted that technology may change and, accordingly, the Southwest Board opted to award a contract for the base bid item work only, i.e. the replacement of the variable frequency drive, but not to add the additional harmonic protection alternative.

At the conclusion of the discussion, and based upon Dewberry's recommendation, a motion to award a contract to Browns Hill Engineering and Controls for the base contract price of \$30,994 was made by Southwest Director Dursey and seconded by Southwest Director Hause. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

The motion included authority for appropriate officers of Southwest to execute the Notice of Award and the contract documents when they are available.

7. **Resolution 2017-7-2 Consenting to the Organization of the Wild Plum Metropolitan District**. The manager and legal counsel informed the Southwest Board that the developers of the Wild Plum Subdivision in the Town of Columbine Valley are proposing a Metropolitan District to finance the public infrastructure needed for the development. The Service Plan for the proposed Metro District includes the authority to finance and construct the water and sanitary sewer lines that will serve the project.

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In order for this Metro District to be formed with water and sanitation service authority, Southwest needs to consent to the District's organization. Legal counsel then reviewed a Consent Resolution that contains a number of conditions to any consent that would be granted by Southwest, as well as a proposed Intergovernmental Agreement that would need to be signed at the District's organizational meeting. At the conclusion of the discussion, a motion to adopt Resolution 2017-7-2 was made by Southwest Director Dursey and seconded by Southwest Director Hamblin. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

SOUTHWEST INFORMATION/DISCUSSION ITEMS

There were no information or discussion items to come before the Southwest Board.

SOUTHWEST NEW BUSINESS

There was no new business to come before the Southwest Board.

ADJOURNMENT

There being no further business to come before this joint regular meeting of the Platte Canyon and Southwest Boards, a motion to adjourn was made by Southwest Director Hause and seconded by Platte Canyon Director Buckner. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
George E. Hamblin, Jr.	Aye
Richard Rock	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

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Anthony M. Dursey	Aye
Kenton C. Ensor, Jr.	Aye
George E. Hamblin, Jr.	Aye
Chuck Hause	Aye
Bernard J. Sebastian, Jr.	Aye

Whereupon, this joint regular meeting of the Platte Canyon and Southwest Boards of Directors adjourned at approximately 10:40 a.m. The next meeting of the Boards will be a special meeting to be held on Friday, August 25, 2017, at 8:30 a.m. in the Districts' office, located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

Respectfully submitted,

Timothy J. Flynn, Recording Secretary

RECORD OF PROCEEDINGS

THE MINUTES OF THIS JOINT REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT AND THE BOARD OF DIRECTORS OF THE PLATTE CANYON WATER AND SANITATION DISTRICT ARE HEREBY RATIFIED, CONFIRMED AND APPROVED BY THE FOLLOWING NAMED INDIVIDUALS WHO, INDIVIDUALLY AND AS MEMBERS OF THE BOARD OF DIRECTORS OF SAID DISTRICTS, WAIVE ANY AND ALL NOTICE THAT MAY BE REQUIRED BY THE STATUTES OF THE STATE OF COLORADO PERTAINING TO THE CONVENING AND THE CONDUCTING OF THIS REGULAR MEETING OF THE DISTRICT'S BOARD OF DIRECTORS; AND THE UNDERSIGNED DO HEREBY CONSENT TO THE SAID MEETING BEING HELD ON THE DATE, AT THE TIME AND AT THE PLACE AS HEREINABOVE SET FORTH.

SOUTHWEST METROPOLITAN
WATER AND SANITATION DISTRICT

PLATTE CANYON WATER AND
SANITATION DISTRICT

Anthony M. Dursey

William D. Buckner

Kenton C. Ensor, Jr.

Anthony M. Dursey

George E. Hamblin, Jr.

Louis J. Fohn

Chuck Hause

George E. Hamblin, Jr.

Bernard J. Sebastian, Jr.

Richard Rock

EXHIBIT A

RESOLUTION NO. 2017-7-1

PLATTE CANYON WATER AND SANITATION DISTRICT ARAPAHOE AND JEFFERSON COUNTIES, COLORADO

**A RESTATED AND AMENDED RESOLUTION AUTHORIZING AND DETERMINING
THE NECESSITY OF THE ACQUISITION OF A PARCEL OF LAND AND RELATED
ACCESS EASEMENT BY NEGOTIATION OR THROUGH THE DISTRICT'S POWER
OF EMINENT DOMAIN FOR THE PURPOSE OF EXPANDING THE DISTRICT'S
EQUIPMENT AND MATERIAL STORAGE CAPACITY AT THE SCOTT J. MORSE
WATER PUMP STATION**

WHEREAS, the Platte Canyon Water and Sanitation District ("District") is a quasi-municipal corporation and political subdivision of the State of Colorado operating pursuant to the provisions of Section 32-1-101, *et. seq.*, C.R.S., the Special District Act; and

WHEREAS, the District provides potable water and sanitary sewer service to persons and property located within its territorial boundaries; and

WHEREAS, the District has recently completed the renovation of the Scott J. Morse Water Pump Station ("Pump Station") and, in connection therewith, requires an additional equipment and material storage area ("Storage Area") for the Pump Station and for the District's water and sanitary sewer service operations, generally; and

WHEREAS, the District identified a parcel of land ("Property") and related access easement ("Easement") required for the Storage Area and on May 26, 2017 the District's Board of Directors ("Board") adopted Resolution 2017-5-1 authorizing the acquisition of the Property and Easement by negotiation or condemnation if necessary; and

WHEREAS, the legal description used for the Easement, as set forth in Resolution 2017-5-1 contained a typographical error; and

WHEREAS, the Property and the Easement, respectively, are correctly described and depicted on Exhibit A (consisting of two pages) and Exhibit B (consisting of two pages), both of which are attached hereto and incorporated herein by this reference; and

WHEREAS, pursuant to Section 32-1-1006 (1)(f), C.R.S., the District is authorized to exercise the power of eminent domain and dominant eminent domain to acquire property necessary to the exercise of its powers in accordance with the provisions of Section 38-1-101, *et seq.*, C.R.S.; and

WHEREAS, the Board desires to restate and amend Resolution 2017-5-1 using the revised legal description for the Easement and accordingly, hereby finds and determines that it is necessary to acquire the Property and the Easement by negotiation or, if necessary, through the District's exercise of its power of eminent domain; and

WHEREAS, the Board intends to comply with the applicable provisions of Section 38-1-101, *et seq.*, C.R.S. including, but not limited to, the notice and good faith negotiation requirements thereof.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Platte Canyon Water and Sanitation District in the Counties of Arapahoe and Jefferson, State of Colorado, that:

Section 1. Notice of Intent. Notice is hereby given pursuant to Section 38-1-121(1), C.R.S., that the District intends to acquire the Property and the Easement, which are more particularly described and depicted on Exhibits A and B, by negotiation or, if necessary, by eminent domain.

Section 2. Determination of Necessity. The Board hereby finds and determines that the acquisition of the Property and the Easement, including immediate possession thereof, is necessary for the purpose of conducting the District's water and sanitary sewer service operations and is necessary to protect the public health, safety and welfare of the citizens of the District.

Section 3. Authorization of Condemnation. In the event that the District is unable to acquire the Property and the Easement through good faith negotiations, the District's attorney, or an attorney designated by the District's Board, is hereby authorized and directed to acquire the Property and the Easement by the exercise of the District's power of eminent domain and to obtain Court orders for immediate possession of the Property and the Easement, if necessary.

Section 4. Prior Resolution. This Resolution supersedes and shall replace in its entirety Resolution 2017-5-1 which is of no further force and effect.

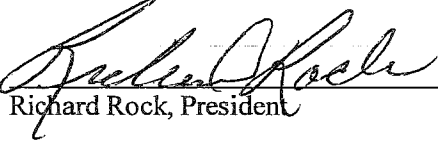
Section 5. Severability. If any part, section, subsection, sentence, clause or phrase of this Resolution is, for any reason, held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

Section 6. Effective Date. This Resolution shall be effective and enforced immediately upon its approval by the Board.


ADOPTED AND APPROVED this 28 day of July, 2017.

PLATTE CANYON WATER AND
SANITATION DISTRICT

By: _____


Richard Rock, President

Attest:


Louis J. Fohn, Secretary

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 5 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

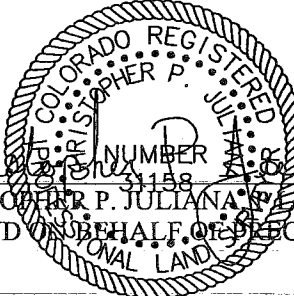
BASIS OF BEARING OF THIS DESCRIPTION IS ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 26, BEING N89°48'59"E A DISTANCE OF 2619.85 USING NAD 83 STATE PLANE COORDINATES; FROM AN ILLEGIBLE 2.0" ALUMINUM CAP FOUND AT THE SOUTHWEST CORNER OF SAID SECTION 26 TO A 2.0" ALUMINUM CAP L.S. #9329 FOUND AT THE SOUTH QUARTER OF SAID SECTION 26;

BEGINNING AT A POINT ON THE NORTHERLY RIGHT-OF-WAY OF W. KEN CARYL AVE.; SAID POINT BEARS N83°21'20"W A DISTANCE OF 420.55 FEET FROM SAID SOUTH QUARTER CORNER OF SECTION 26;

THENCE S89°48'59"W ALONG SAID NORTHERLY RIGHT-OF-WAY A DISTANCE OF 114.80 FEET; THENCE ALONG A NON-TANGENT CURVE TO THE LEFT AN ARC LENGTH OF 41.69 FEET, HAVING A RADIUS OF 117.53 FEET, THROUGH A CENTRAL ANGLE OF 20°19'31" AND A CHORD WHICH BEARS N08°49'23"W A DISTANCE OF 41.48 FEET; THENCE N65°00'53"E A DISTANCE OF 15.62 FEET; THENCE ALONG A CURVE TO THE RIGHT AN ARC LENGTH OF 19.39 FEET, HAVING A RADIUS OF 18.00 FEET, THROUGH A CENTRAL ANGLE OF 61°42'31" AND A CHORD WHICH BEARS S84°07'51"E A DISTANCE OF 18.46 FEET; THENCE N43°28'44"E A DISTANCE OF 24.07 FEET; THENCE N00°00'00"E A DISTANCE OF 57.16 FEET; THENCE N90°00'00"E A DISTANCE OF 71.69 FEET; THENCE S00°11'01"E A DISTANCE OF 119.96 FEET TO THE POINT OF BEGINNING, WHENCE SAID SOUTHWEST CORNER OF SECTION 26 BEARS S88°30'57"W A DISTANCE OF 2202.84 FEET.

SAID PARCEL CONTAINS 10,863 SQUARE FEET OF LAND, MORE OR LESS.

I, THE UNDERSIGNED, A REGISTERED LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY STATE THAT THIS EXHIBIT WAS PREPARED BY ME OR UNDER MY SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.



Christopher P. Juliana

 CHRISTOPHER P. JULIANA, No. S. 31158 01/25/17 DATE

 FOR AND ON BEHALF OF PRECISION SURVEY & MAPPING, INC.

BASIS OF BEARING:
Bearings are based on the S. line of the SW 1/4 of Sec. 26 being N89°48'59"E using NAD 83 State Plane Coordinates.

OWNER:
PLATTE CANYON
WATER & SANITATION
DISTRICT
REC. NO. 504124
OR BK 2398 PG 741

TRACT "M"
COLUMBINE WEST
FILING NO. 1
(RIGHT OF WAY)

OWNER:
CITY AND COUNTY OF DENVER
REC. NO. 474818
OR BK 2348 PG 950

PARCEL TO
BE ACQUIRED
10,863 S.F. ±

OWNER:
JEFFERSON COUNTY
REC. NO. 93111930

SW 1/4 SEC. 26
T5S, R69W, 6TH
P.M.

S89°48'59"W
114.80'

W. KEN CARYL AVE.
(100' R.O.W.)

S. LINE SW 1/4 SEC 26/BASIS OF BEARING
N89°48'59"E 2619.85'

N83°21'20"W
420.55'(TIE)

S. 1/4 Corner Sec. 26
Found 2" Aluminum
Cap LS #9329

Point of Commencement
SW Corner Sec. 26
Found 2" Aluminum
Cap Illegible

Point of Beginning

N'LY R.O.W.

Δ=61°42'31"
R=18.00'
L=19.39'
ChB=S84°07'51"E
ChL=18.46'

Δ=20°19'31"
R=117.53'
L=41.69'
ChB=N08°49'23"W
ChL=41.48'

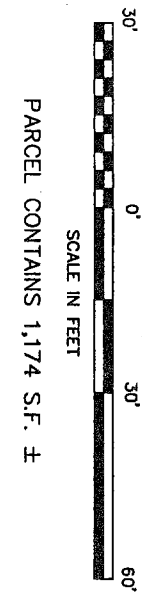
N65°00'53"E
15.62'

N43°28'44"E
24.07'

N00°00'00"E
57.16'

N90°00'00"E
71.69'

S00°11'01"E 119.96'



DATE
1/2017



PLATTE CANYON
WATER & SANITATION DISTRICT

LEGEND

- PROPERTY TO BE ACQUIRED
- BNDRY EXISTING DW PROP

EXHIBIT B

LEGAL DESCRIPTION

AN EASEMENT LOCATED IN THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 5 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BASIS OF BEARING OF THIS DESCRIPTION IS ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 26, BEING N89°48'59"E A DISTANCE OF 2619.85 USING NAD 83 STATE PLANE COORDINATES; FROM A 3.25" ALUMINUM CAP L.S. #9329 FOUND AT THE SOUTHWEST CORNER OF SAID SECTION 26 TO A 2.0" ALUMINUM CAP L.S. #9329 FOUND AT THE SOUTH QUARTER OF SAID SECTION 26;

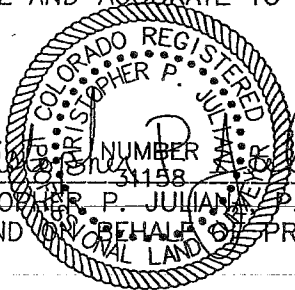
BEGINNING AT A POINT WHICH BEARS N80°35'35"W A DISTANCE OF 546.24 FEET FROM SAID SOUTH QUARTER CORNER OF SECTION 26;

THENCE ALONG A CURVE TO THE LEFT AN ARC LENGTH OF 24.04 FEET, HAVING A RADIUS OF 116.00 FEET, THROUGH A CENTRAL ANGLE OF 11°52'32" AND A CHORD WHICH BEARS N24°59'07"W A DISTANCE OF 24.00 FEET; THENCE N65°00'53"E A DISTANCE OF 15.62 FEET; THENCE ALONG A CURVE TO THE RIGHT AN ARC LENGTH OF 47.66 FEET, HAVING A RADIUS OF 42.00 FEET, THROUGH A CENTRAL ANGLE OF 65°00'53" AND A CHORD WHICH BEARS S82°28'40"E A DISTANCE OF 45.14 FEET; THENCE S49°58'13"E A DISTANCE OF 0.41 FEET; THENCE S43°28'44"W A DISTANCE OF 24.07 FEET; THENCE ALONG A NON-TANGENT CURVE TO THE LEFT AN ARC LENGTH OF 19.39 FEET, HAVING A RADIUS OF 18.00 FEET, THROUGH A CENTRAL ANGLE OF 61°42'31" AND A CHORD WHICH BEARS N84°07'51"W A DISTANCE OF 18.46 FEET; THENCE S65°00'53"W A DISTANCE OF 15.62 FEET TO THE POINT OF BEGINNING, WHENCE SAID SOUTHWEST CORNER OF SECTION 26 BEARS S87°18'46"W A DISTANCE OF 2083.23 FEET.

SAID PARCEL CONTAINS 1,174 SQUARE FEET OF LAND, MORE OR LESS.

I, THE UNDERSIGNED, A REGISTERED LAND SURVEYOR IN THE STATE OF COLORADO, DO HEREBY STATE THAT THIS EXHIBIT WAS PREPARED BY ME OR UNDER MY SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Christopher P. Julian
 NUMBER 31158
 CHRISTOPHER P. JULIAN, P.L.S. 31158
 FOR AND BEHALF OF PRECISION SURVEY & MAPPING, INC.



07/19/17
 DATE

<p>LEGEND</p> <p> EASEMENT ACQUIRED</p> <p> BNDRY EXISTING DW PROP</p>	<p>DOCUMENT DATED SEC'Y FILE DOC.</p> <p>RIMS ITEM NO. CARD NO.</p>	<p>DENVER WATER 1600 West 12th Avenue Denver, Colorado 80204 Phone (303)628-6000 Fax (303)628-6224 www.denverwater.org</p> <p>SCALE: 1" = 30'</p>
	<p>DRN. JN IPM. S.</p> <p>APPD</p>	

SW 1/4 SECTION 26, TOWNSHIP 5S SOUTH, RANGE 69 WEST 6th P.M.
 ----- JEFFERSON COUNTY -----

BASIS OF BEARING:
 Bearings are based on the S. line
 of the SW 1/4 of Sec. 26 being
 N89°48'59"E using NAD 83 State
 Plane Coordinates.

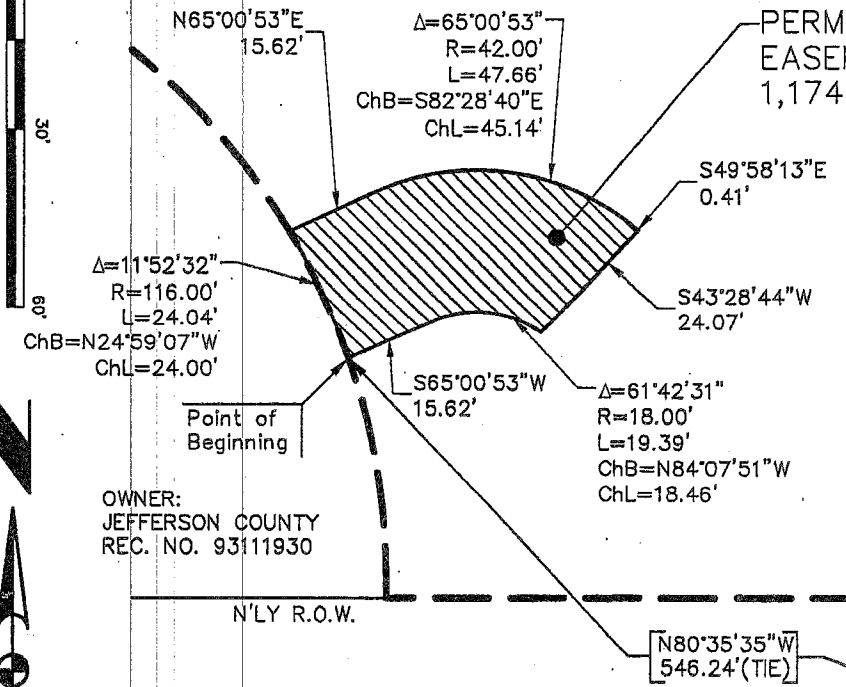
OWNER:
 PLATTE CANYON
 WATER & SANITATION
 DISTRICT
 REC. NO. 504124
 OR BK 2398 PG 741

TRACT "M"
 COLUMBINE WEST
 FILING NO. 1
 (RIGHT OF WAY)

SW 1/4 SEC. 26
 T5S, R69W, 6TH
 P.M.

OWNER:
 CITY AND COUNTY OF DENVER
 REC. NO. 474818
 OR BK 2348 PG 950

PERMANENT
 EASEMENT
 1,174 S.F.±



OWNER:
 JEFFERSON COUNTY
 REC. NO. 93111930

W. KEN CARYL AVE.
 (100' R.O.W.)

S. LINE SW 1/4 SEC 26/BASIS OF BEARING
 N89°48'59"E 2619.85'

S. 1/4 Corner Sec. 26
 Found 2" Aluminum
 Cap LS #9329

Point of Commencement
 SW Corner Sec. 26
 Found 3.25" Aluminum
 Cap L.S. #9239

PARCEL CONTAINS 1,174 S.F. ±



LEGEND

- EASEMENT ACQUIRED
- BNDRY EXISTING DW PROP

DOCUMENT DATED	SEC'Y FILE NO.	DOC.
DRN. JN PM.	CARD NO.	
APPD	S.	

DATE: JULY 19, 2017

SCALE: 1" = 30'

DENVER WATER
 1600 West 12th Avenue
 Denver, Colorado 80204
 Phone (303)628-6000
 Fax (303)628-6224
 www.denverwater.org