

PLATTE CANYON WATER AND SANITATION DISTRICT

BOARD MEETING SUMMARY FOR January 26, 2018 MEETING

A monthly meeting of the Board of Directors of the Platte Canyon Water and Sanitation District convened on Friday, January 26, 2018, 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, 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:


- Resolution 2018-1-1 which calls for the 2018 regular election and appointment of a designated election official.
- Resolution 2018-1-2 which establishes the date, time and location for the regular meetings of the Board of Directors of Platte Canyon Water and Sanitation District and designates the location for posting meeting notices.
- Resolution 2018-1-3 which allows the District to increase the collateral requirement for facility extension/relocation from 25% to 100% of construction costs.


Vanessa Shipley, the District's Financial Administrator mentioned that the audits for Platte Canyon will be scheduled for the month of February and brought to the Board in March for approval.


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 State is reviewing the site plan for the project and is behind schedule. Due to the delay in the review process, the District has pushed back the start date a few months.

 **New Employee** Cynthia Lane introduced Tayler Newkirk to the board as the new Communication & Administrative Services Coordinator.

 **Purchasing Procedures** Pat Fitzgerald reported that the District staff is reviewing changes to the Purchasing Procedures and will bring back changes for discussion at the next board meeting.

 **Watson Lane Sewer Agreement** Pat Fitzgerald discussed the proposed changes to the agreement between Platte Canyon and the City of Littleton. Watson Lane is proposing development of 6 new single family homes which will change the current agreement for tap allowance. The agreement has been sent to the City of Littleton for signature.

 **PRV Ownership Project** Cynthia Lane reported that Al Crouch at Denver Water has begun sending information for review. Project was on hold for a few months, but has since begun moving forward quickly.

The District's operations supervisor presented his December 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.

The next scheduled meeting of the Platte Canyon Board of Directors is February 23, 2018.