

BOARD MEETING AGENDAS

PLATTE CANYON WATER AND SANITATION DISTRICT

PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 1

PLATTE CANYON WATER AND SANITATION DISTRICT SUBDISTRICT NO. 2

JOINT MEETING OF THE PLATTE CANYON AND SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICTS

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT

November 29, 2018 - 8:30 a.m.

Platte Canyon/Southwest Metropolitan District Office
8739 W. Coal Mine Avenue
Littleton, Colorado 80123

PLATTE CANYON WATER AND SANITATION DISTRICT

Call to Order and Determination of Quorum

Approval of Agenda

Consent Agenda

1. Approval/Ratification of Accounts Payable **(Tab 1)** Pg 5
2. Ratification of Investment/Deposit Transactions **(Tab 2)** Pg 7
3. Approval of Audit Engagement Letter submitted by Schilling and Company, Inc. for the 2018 Audit **(Tab 3)** Pg 8
4. Approval of Legal Services Engagement Letter with Collins Cockrel & Cole, P.C. **(Tab 4)** Pg 14
5. Approval of Capital Master Plan for 2019-2028 (Board Portal)

Action Items

1. Approval of Resolution 2018-11-1 Adopting a Budget for 2019 **(Tab 5)** Pg 20
2. Approval of Resolution 2018-11-2 Appropriating Funds for Expenditure in 2019 **(Tab 6)** Pg 22
3. Approval of Resolution 2018-11-3 Certifying a 7.104 Mill Levy for Tax Year 2018 (Budget Year 2019) **(Tab 7)** Pg 24
4. Approval of Resolution 2018-11-4 Establishing a Fee Schedule for 2019 **(Tab 8)** Pg 26
5. Approval of Resolution 2018-11-5 Adopting a Revised Cash Reserve Policy **(Tab 9)** Pg 29
6. a. Approval of Revised Employee Handbook **(Tab 10)** Pg 35
b. Approval of Revised Drug and Alcohol Policy **(Tab 10)** Pg 68

- c. Approval of Revised Alcohol and Drug Policy in Compliance with the Federal Omnibus Transportation Employee Testing Act. **(Tab 10)** Pg 70
7. Employee salary and benefit review

Information - Discussion Items

New Business

PLATTE CANYON WATER AND SANITATION DISTRICT **SUBDISTRICT NO. 1**

Call to Order and Determination of Quorum

Approval of Agenda

Consent Agenda

1. Approval of Minutes for the May 25, 2018 Meeting **(Tab 11)** Pg 78

Action Items

1. Approval of Resolution 2018-11-SD1-1 Adopting a Budget for 2019 **(Tab 12)** Pg 82
2. Approval of Resolution 2018-11-SD1-2 Appropriating Funds for Expenditure in 2019 **(Tab 13)** Pg 84
3. Approval of Resolution 2018-11-SD1-3 Certifying a 22.986 Mill Levy for Tax Year 2018 (Budget Year 2019) **(Tab 14)** Pg 85

Information - Discussion Items

New Business

PLATTE CANYON WATER AND SANITATION DISTRICT **SUBDISTRICT NO. 2**

Call to Order and Determination of Quorum

Approval of Agenda

Consent Agenda

1. Approval of Minutes for the May 25, 2018 Meeting **(Tab 15)** Pg 87

Action Items

1. Approval of Resolution 2018-11-SD2-1 Adopting a Budget for 2019 **(Tab 16)** Pg 91
2. Approval of Resolution 2018-11-SD2-2 Appropriating Funds for Expenditure in 2019 **(Tab 17)** Pg 93
3. Approval of Resolution 2018-11-SD2-3 Certifying a 21.719 Mill Levy for Tax Year 2018 (Budget Year 2019) **(Tab 18)** Pg 94

Information - Discussion Items

New Business

JOINT MEETING PLATTE CANYON/SOUTHWEST METROPOLITAN

Call to Order and Determination of Quorum

Approval of Agenda

Consent Agenda

1. Approval of Minutes for the October 26, 2018 Joint Regular Meeting **(Tab 19)** Pg 96

Action Items

Information - Discussion Items

1. Platte Canyon Financial Statements **(Tab 20)** Pg 116
2. Southwest Metropolitan Financial Statements **(Tab 21)** Pg 126
3. Platte Canyon Investment/Deposit Report **(Tab 22)** Pg 134
4. Southwest Metropolitan Investment/Deposit Report **(Tab 23)** Pg 142
5. Manager's Report **(Tab 24)** Pg 150
6. Operations Report **(Tab 25)** Pg 186
7. Construction Projects Report **(Tab 26)** Pg 222

New Business

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT

Call to Order and Determination of Quorum

Approval of Agenda

Consent Agenda

1. Approval/Ratification of Accounts Payable **(Tab 27)** Pg 229
2. Ratification of Investment/Deposit Transactions **(Tab 28)** Pg 231
3. Approval of Audit Engagement Letter from Schilling and Company, Inc. for the 2018 Audit **(Tab 29)** Pg 232
4. Approval of Legal Services Engagement Letter submitted by Collins Cockrel & Cole, P.C. **(Tab 30)** Pg 238
5. Approve Capital Master Plan for 2019-2028 (Board Portal)

Action Items

1. Approval of Resolution 2018-11-1 Adopting a Budget for 2019 **(Tab 31)** Pg 245
2. Approval of Resolution 2018-11-2 Appropriating Funds for Expenditure in 2019 **(Tab 32)** Pg 246
3. Approval of Resolution 2018-11-3 Certifying a Zero Mill Levy for Tax Year 2018 (Budget Year 2019) **(Tab 33)** Pg 247
4. Approval of Resolution 2018-11-4 Amending the Amount of the Water/Sewer Service Fee Effective January 1, 2019 **(Tab 34)** Pg 248
5. Approval of Resolution 2018-11-5 Establishing a Fee Schedule for 2019 **(Tab 35)** Pg 251

Information - Discussion Items

New Business