

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RURAL WATER AUTHORITY OF DOUGLAS COUNTY  
HELD  
February 15, 2017**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on February 15, 2017, at the Douglas County Miller Building, 100 Third St., Castle Rock.

**Call to Order** Director Gager called the regular meeting to order at 7:07 p.m.

---

**Attendance** In attendance were Directors:  
Charles Bucknam  
Barry Gager  
Hank Giclas  
Chris Kennedy (arrived at 7:17 pm)  
Jack Delaney

Director Carmann asked to be excused, which he was, by a **motion (Bucknam/Giclas)** passed by a vote of 4-0.

A quorum was declared.

Also in attendance were:  
Geoff Withers, RWADC Administrator, Circuit Rider of Colorado

---

**Disclosure of Conflicts**

Director Gager asked if any Board member had a conflict of interest with any item on the Agenda. Director Gager said that if his work as a petroleum geologist should create a conflict in discussions of oil and gas development applications, he would abstain from those discussions and actions, if any. No other conflicts were mentioned.

---

**Approval of Agenda**

The Agenda was amended by adding: "Feb. 1, 2017 Special Board Meeting" to the Agenda as an item under Approval of Minutes; an item called "2017 Biennial Meeting and Election" as the first item under Old Business; two items under New Business – Douglas County Referrals: "DR2016-002 – Douglas County Recreation and Tourism Plan Update (Giclas, 3/6); and SP2017-007 - Franktown Center Filing 1, Lot 1 (Gager, )." The Agenda was approved as amended by a **motion (Bucknam/Giclas)**, which passed 4-0.

---

**Public Comments**

There were no public comments.

---

*[Director Kennedy arrived at this point in the meeting.]*

**Approval of Minutes**

The minutes for the January 18, 2017 Business Meeting were reviewed and approval was made by a **motion (Giclas/Bucknam)**, which passed 5-0.

The minutes for the February 1, 2017 Special Meeting were reviewed and approval was made by a **motion (Giclas/Bucknam)**, which passed 5-0.

---

**Officer Reports**

Chairman Director Gager had no report.

Vice Chairman Director Bucknam had no report.

Secretary Director Kennedy had no report.

Treasurer The Board was provided the list of Claims and Financial Statements for the period ending February 15, 2017. There were three January claims presented: \$2029.77 from Colorado Circuit Rider, LLC for professional staff services, \$135.00 from Director Gager, as reimbursement for a deposit made for the use of South Metro FPD Firehouse 45 for special meetings on the Creation Agreement revisions, and \$5,584.00 from the US Geological Survey for work on the Well Monitoring Program.

The February 15, 2017, Schedule of Cash Position showed a General Fund Balance of \$49,020.06. It was noted that the Authority will submit a request for reimbursement to the Colorado Water Conservation Board for \$1332.00 under terms of their contract, which can be considered an Account Receivable. This would increase the net available fund balance to \$50,352.06, which includes the Claims paid this month. The January 31, 2017 bank reconciliation was reviewed.

The Treasurer's Report was accepted and the three claims paid with a **motion (Bucknam/Giclas)**, passed by a vote of 5-0.

---

**Old Business**

**2017 Biennial Meeting and Election**

- It was noted that candidates are needed for the vacancies in District 3 (Franktown) and Small Water System Provider #2; also, if the Creation Agreement is amended as expected, an at-large District Director will also be vacant. Director Bucknam's SWSP Seat 1 nomination form was accepted, as was Director Giclas' for District 1.

- Director Gager said he would find a location for the May 6 meeting and election, one of the bank rooms at the Castle Rock library would be the first choice.
- Director Kennedy said she would try to find a speaker to make a presentation on Well Contamination, and also explore possible vendors of well maintenance products, such as labs for water quality analysis, who might rent space for a table, providing revenue to the Authority.

### Outreach

A discussion of the statistics from the Constant Contact dissemination of Well Owners Newsletter #4 on Well Contamination ensued, which showed that this newsletter was the most popular one yet, having the most openings and click-throughs. This is possibly due to the fine editorial work done by Director Kennedy, making it more readable and attractive than previous issues.

A Newsletter #5 will soon be in the works, with a focus on one, or some, of the many issues under “Well Maintenance.”

### CWCB Well-Monitoring Program

The US Geological Survey will continue the program for all wells in February 2017 and wells with transducers only through June 2017, per the Board’s decision at the Feb. 1 Special Board Meeting. Director Gager is in discussions with the Colorado Water Conservation Board regarding their financial participation. Hopefully the program will continue through 2021, when the ten-year milestone will be reached, an original intermediate goal.

### Creation Agreement

The Board met on Feb. 1 in a special meeting to begin work on revisions to the Creation Agreement (CA). A discussion of proposed revisions to the CA will be continued at a Special Board Meeting on March 1 at South Metro Firehouse 45 in Stonegate.

### Recruitment of Directors to Fill Vacancies

This Agenda item was discussed as part of the 2017 Biennial Meeting and Election Agenda item [see above].

## New Business:

### Douglas County Referrals

The following referrals have been received, with Board assignment and due date:

- DR2016-002 – Douglas County Recreation and Tourism Plan Update (Giclas, 3/6)
- SP2017-007 Franktown Center Filing 1, Lot 1 (Gager, 3/3)

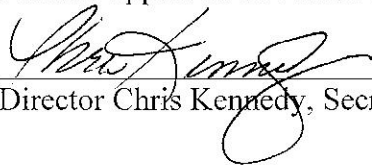
These referrals are being worked on by their respective assigned director.

**Adjournment**

Upon a **motion by Director Giclas, with a second by Director Kennedy**, the meeting was adjourned at 9:45 p.m. by a 5-0 vote.

The next regular meeting of the Rural Water Authority of Douglas County shall be held on March 15, 2017 at the Douglas County Phillip S. Miller Building, Conference Rooms A & B, 100 Third St., Castle Rock, CO at 7:00 p.m.

Minutes approved on March 15, 2017

  
\_\_\_\_\_  
Director Chris Kennedy, Secretary