

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RURAL WATER AUTHORITY OF DOUGLAS COUNTY  
HELD  
November 16, 2011**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held at 7:00 p.m. on November 16, 2011 at the Miller Building, 100 Third St. Castle Rock, CO, Conference Room A & B.

**Attendance**

In attendance were Directors:

Ron Beane  
Kristen Dearborn  
Christine Hashimoto  
Jack McCormick  
Charlotte Mirabella  
Geoff Withers

Commissioner Steven A. Boand, Charles Bucknam, and Barry Gager were absent, whose absences were excused.

Also in attendance were:

Conner Shepherd, Circuit Rider of Colorado, LLC, Authority  
Manager  
Tim Murrell, Douglas County  
Gary Weaver, Resident  
Jerri Hill, Resident  
Mark Shively, DCWA  
Tim Voltz, URS  
Sophie Woolger URS

**Call to Order**

Director Withers called the meeting to order at 7:06 p.m. and declared a quorum. He asked if there were any conflicts of interest needed to be disclosed. There were none.

**Public Hearing on  
The 2012 Budget**

By acclamation, the Board opened the Public Hearing on the 2012 Budget at 7:06 p.m. Director Withers reviewed the budget line item by line item. The Budget anticipates a beginning fund balance of \$146,319 with total expenditures of \$141,929. Ms. Hill asked about election expense budgeting. Director Withers explained that 2012 is an off-year for electing directors. Discussion followed. **Upon a motion by Director Mirabella with a second by Director McCormick, the Board passed a Resolution to Adopt**

**the 2012 Budget by unanimous vote, 6 – 0. Upon a motion by Director McCormick with a second by Director Dearborn, the Board adopted a Resolution to Appropriate Sums of Money by unanimous vote, 6 – 0. Upon a motion by Director Mirabella with a second by Director McCormick, the Board closed the public hearing at 7:15 p.m. by unanimous vote, 6 – 0.**

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**Approval of Agenda** The Regular Meeting was convened at 7:15 pm. **By acclamation, the Agenda was approved with changes only in the order of consideration of items.**

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**Disclosure of Conflicts of Interest**

None.

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**Public Comments**

Mr. Murrell asked how constituents opt out of the Authority and after they do how, do they know when their applications have been approved. Mr. Weaver asked how a regional distribution system will affect individual wells. He also asked about the renewable water system from which Castle Pines opted out.

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**Presentation**

Tim Voltz and Sophie Woolger from URS presented the results from the initial engineering portion of the IGA Committee's Feasibility Study. He explained that URS was hired to work for the IGA committee to do a feasibility study for a water delivery system. The goals & objectives of the study were to meet 2050 water demands while maximizing reliability, protecting the environment, providing renewable water infrastructure, and identifying reusability.

The areas of concern were the rural areas of Douglas County that are long distances from urban areas; areas that expect existing & future growth along major highway corridors; locations of multiple small public water providers; residential subdivisions on individual wells; and, the over 5,000 individual well owners.

URS identified three alternatives relative to conveyance, treatment, & distribution: [1] Do nothing; [2] Develop a new water delivery system from the S. Platte; or [3] Adopt the South Metro Water Supply Authority (SMWSA), Douglas County Water Smart System.

Within the Douglas County Water Smart System alternative, Mr. Voltz explained that there are alternatives: [1] Take existing water supply members and extend from their water supply facilities – tap off of them and extend into rural areas; [2] Develop an independent Douglas County-wide conveyance and distribution system; or [3] Develop sub-regional conveyance & distribution systems in the northwest and northeast regions of Douglas County.

In determining which alternative is best, Mr. Voltz said there are key selection factors in determining the best alternative: [1] Reliability/Flexibility, that is, which alternative requires the least dependence on upstream infrastructure; [2] Permitting requirements; [3] Construction impacts; [4] Implementation schedule; [5] Capital & OM costs; [6] Existing infrastructure impacts; [7] Institutional arrangements; and [8] Funding ability.

The next step in the research is comparing a “No Action Alternative” with Alternative 3.

Mr. Voltz said at this point it appears Alternative 3 is the best alternative as it provides the greatest reliability/flexibility, minimizes permitting requirements, has fewer construction impacts, can have phased implementation, represents the lowest capital and O&M costs, represents fewer existing infrastructure impacts, maximizes institutional efficiencies, and provides greater funding ability.

Discussion followed.

**Approval of  
Sep’t. 28, 2011  
Special Meeting  
Minutes**

It was determined that approval of minutes of September 28, 2011 was unnecessary since it was determined there was no quorum.

**Approval of  
October 26, 2011  
Regular Meeting  
Minutes**

**Upon a motion duly made by Director Dearborn with a second by Director Mirabella, the minutes of the regular meeting of October 26, 2011 minutes were approved as amended.**

**Approval of  
October 31, 2011  
Special Meeting  
Work Session  
Minutes**

**Upon a motion duly made by Director Mirabella with a second by Director McCormick, the minutes of the special meeting of October 31, 2011 minutes were approved as amended to state in their entirety: “The working session group discussed water conservancy districts and developed questions about how they work.”**

**Officer Reports**

Chairman & Vice-Chair, and Secretary

None.

Treasurer - Financial Statements & Claims

Mr. Shepherd provided the Board with the list of Claims and presented the financial statements. **Upon a motion by Director Mirabella with a second by Commissioner Hashimoto, the Board approved the Claims in the total amount of \$933.79.**

Mr. Shepherd reported that the fund balance of the Authority is \$145,240. **Upon a motion by Director Mirabella with a second by Director Dearborn, the Financial Statements were accepted.**

**Report of Committees**

IGA (Rural Water Supply Act) Committee Update

Director Withers reported that the next IGA meeting is set for November 22, 2011.

USGS Well Monitoring Program

Director Withers directed the Board's attention to a well reading report in the Board packet. Director Mirabella asked about a contract extension. Director Withers responded that the Authority received \$9,000 from the Colorado Water Conservation Board. A match from the USGS will extend well monitoring for an additional nine months. Contracts will need to be amended. Director Hashimoto asked about the period of time between well reading measures.

Outreach Committee

Director Mirabella said information on the outreach committee will be available at the next regular meeting.

**Old Business**

Long-Range Planning

Director Withers reported on the Work Session held on 10/31/11 where the concept of Water Conservancy Districts was discussed. The working group thought it was important to ask the attorney whether or not the RWADC can be involved in consideration of

organizing a water conservancy district. Director Mirabella said that the question needs to be asked now.

The Board discussed the management agreement for 2012 with Circuit Rider of Colorado. Director Mirabella said that she reviewed the proposals and recommended not changing from the current agreement. Director McCormick agreed. Director Mirabella said she appreciated Mr. Shepherd's help in preparing the draft budget and appreciated his direction throughout the course of the year. Mr. Shepherd thanked the Board for its support. He said that if the Board is comfortable with the existing management contract, the contract will simply renew in 2012 with the understanding that the contract can be terminated on 30-day notice.

Director Withers noted that a discussion of By-Law revisions were supposed to be on the agenda. But a two-week notice posting requirement wasn't made in time. Consideration of the by-law changes will be included in the next regular meeting agenda.

**New Business:**

**Insurance**

Discussion followed regarding insurance coverage. It was noted that the "Rural Water Authority of Douglas County" be added to the first line on the first page, and to correct an error in the document by replacing references to the "Rural Water Authority of Colorado" with the correct reference of the "Rural Water Authority of Douglas County." **Upon a motion by Director Mirabella with a second by Director McCormick, on an unanimous vote of 6 – 0, the Board adopted a Resolution to join the Special District Association (SDA) and enter into an Intergovernmental Agreement to join the SDA Insurance Pool; further, it authorized the President and Secretary to sign the necessary documents after corrections noted above were made.**

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**Douglas County Referrals:**

**Regarding State & County permit applications Referral**

Discussion followed regarding Douglas County Referrals. Ms. Hill inquired about whether or not there would be discussion. Director Withers said that Director Bucknam distributed referrals to the Board members for each Board Member's comments. As such, there will not be a statement of approval or disapproval but individual comments were noted.

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**Adjournment**

The Board discussed whether or not it should convene in December. Upon a motion by Director Mirabella with a second by Director Dearborn, the Board canceled the Regular Meeting scheduled for December 21, 2012.

**Upon a motion by Director Mirabella with a second by Director Dearborn, the meeting was adjourned at 9:09 p.m.**

The next regular meeting of the Rural Water Authority of Douglas County shall be held January 25, 2012 at the Phillip S. Miller Building, 100 Third St., Castle Rock, CO 80104.

F E M I N A L