

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

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on March 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 7:17 p.m.

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

Directors Carmann and Giclas asked to be excused, which they were, by a **motion (Bucknam/Giclas)** passed by a vote of 4-0.

A quorum was declared.

Also in attendance was:
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. No conflicts were mentioned.

Approval of Agenda The Agenda was amended by adding: “2016 Audit Exemption Application” to the Agenda as an item under New Business The Agenda was approved as amended by a **motion (Bucknam/Kennedy)**, which passed 4-0.

Public Comments There were no public comments.

Approval of Minutes The minutes for the February 15, 2017 Business Meeting were reviewed and amended by adding the phrase “...The US Geological Survey will continue the program for all wells in February 2017 and wells with transducers only through June 2017, ...”, in lieu of the phrase “program for wells with transducers only through June 2017,

...” in the draft minutes. Approval of the amended minutes was made by a **motion (Bucknam/Kennedy)**, which passed 4-0.

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 March 15, 2017. There were two March claims presented: \$1567.81 from Colorado Circuit Rider, LLC for professional staff services, and \$31.80 from Colorado Community Media, for publication of the 2017 Election Notice.

The March 15, 2017, Schedule of Cash Position showed a General Fund Balance of \$47,420.45. It was noted that the Authority has submitted 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 \$48,752.45, which includes the Claims paid this month. The February 28, 2017 bank reconciliation was reviewed.

The Treasurer’s Report was accepted and the three claims paid with a **motion (Bucknam/Delaney)**, passed by a vote of 4-0.

Old Business

Outreach

A Newsletter #5 is being drafted, on the topic “Well Testing and Treatment,” which will include resources available to well owners (test kits, labs, etc.). A first draft will be available at the next meeting.

CWCB Well-Monitoring Program

Director Gager called the CWCB to inquire if they and USGS have decided whether to leave the transducers in place, and if any of the three grant applications submitted will be processed by the CWCB staff. Response: 1) no decision yet on the transducers, and 2) a grant application to the Severance Tax Fund for the full amount of the program for one year will be processed.

2017 Biennial Meeting and Election

- The 2015 Election Rules will be in effect for the 2017 Election. A copy was distributed to the Board.

- Nomination Forms have been received from Directors Bucknam (SWSP #1), Giclas (District #1), Delaney (District #2), and Kennedy (District #5).
- Director Gager said he tried to contact Steve Board, who was an original Director and lives in District #3. He has not heard back from Steve yet.
- Director Gager said he would not be able to attend the Biennial Meeting, since he will be out of town that weekend. Director Bucknam said he would be there to chair the meeting.

Creation Agreement

The Board met on March 1 in a special meeting to continue 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 22 at South Metro Firehouse 45 in Stonegate.

Recruitment of Directors to Fill Vacancies

Director Carmann has indicated he is looking for a replacement Director from Surrey Ridge. Given that he has not declared himself to be nominated for the 2017 Election, it is safe to assume that there will be a vacancy for District 4 after that time. Still no candidates for Districts 3 or the seat for Small Water Service provider #2. The revisions to the Creation Agreement (so far) are calling for a ninth Director to be At Large, representing all of Douglas County within the Service Area. That would be a total of four vacancies after the May election.

New Business:

2016 Audit Exemption Application

The Local Government Audit Law (29-1-601, *et seq*) requires the Authority to file an application for Exemption from Audit with the State Auditor by March 31. An application Form has been prepared by Circuit Rider of Colorado, LLC, and distributed to the Board. The Board discussed it briefly and inquired about the apparent omission of the \$134 in revenue from the Well Owners Workshop on Adjudication. That amount was included in the total revenue from grants. It was included in the total grant revenue; it was not used to defray any expenses for the workshop, since there weren't any.

The Application was approved with the one correction to add the line item for charges for services by a **motion (Bucknam/Delaney)**, which passed 4-0.

RWADC.org

The Authority's web site is currently unavailable for uploading files, due to the inability of Network Solutions to interface successfully with Javascript 6. This makes current minutes, agendas, and other items of

interest unavailable to people who browse the site. The current subscription has been paid up until June 2017, and Director Kennedy suggested that we update the entire site with a more up-to-date appearance in html format, and possibly look for another hosting service. Mr. Withers indicated that he inquired of Zach Knaus, owner of 4degre.es, a web design and hosting service in Denver with whom he has done business. Mr. Knaus reported that they could design a site framework, that the RWADC could then populate with all the information on the current site for \$1500. The matter was tabled until next month.

Douglas County Referrals

The following referrals were discussed:

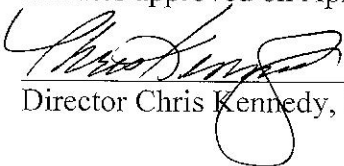
- ZR2017-001, 7720 Bayou Gulch Rd. [Pinery WSD L & E] (Carmann, due 3/13). This is an application for Location and Extent of a well only.
- SB2017-004, Lancelots 1st Amendment (Delany, due 3/27). This is a small-lot subdivision that Director Delaney will write up. Director Kennedy said she would send him the material necessary to do that.

Adjournment

Upon a **motion by Director Bucknam, with a second by Director Kennedy**, the meeting was adjourned at 9:11 p.m. by a 4-0 vote.

The next regular meeting of the Rural Water Authority of Douglas County shall be held on April 19, 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 April 19, 2017



Director Chris Kennedy, Secretary