

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RURAL WATER AUTHORITY OF DOUGLAS COUNTY
HELD
April 22, 2015**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on April 22, 2015 at the Phillip S. Miller Building, 100 Third St. Castle Rock, CO.

Call to Order Director Gager called the regular meeting to order at 7:07 p.m. and declared a quorum was present.

Attendance In attendance were Directors:
Ron Beane
Charles Bucknam
Barry Gager
Hank Giclas
Jack LaPorte
Chris Kennedy

Excused: Director Kristin Dearborn and Commissioner Roger Partridge, by a **motion (Gager/Kennedy)**, approved by a vote of 6-0.

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. Director Gager said that if his work as a petroleum geologist should create a conflict in discussions of any oil and gas development applications, he would abstain from those discussions and actions, if any.

Approval of Agenda Director Gager presented the Agenda, and asked if there were any recommended changes. An item called "Director Kennedy Oath of Office" occurred last month, so was asked to be deleted from the Agenda; "visual aids" was suggested to be added to the topic of the Biennial Meeting, under Old Business; "USGS Contract Extension" (originally misspelled as "UISGS") should be moved from new business to Old Business under a new topic of "Well-Monitoring Program", and another sub-topic of "State contract with the CWCB" added as well. All changes to the Agenda were approved by **motion (Beane/Bucknam)** by a vote of 6-0.

Public Comments

There were none.

Approval of Minutes

A **motion** was made (**Beane/Bucknam**) to approve the draft minutes of the March 25, 2015 Meeting. The motion was approved unanimously.

Officer Reports

Chairman had no special report, other than what follows in various Agenda items.

Vice Chairman

Director Bucknam reported that a new report on acquiring WISE water for the Grandview Estates Rural Water Conservation District has been completed, and will be distributed to the RWADC Board via email after this meeting.

Secretary

Director Giclas had no special report.

Treasurer - Claims & Financial Statements

Claims for April. The Board was provided the list of Claims and Financial Statements for the period ending April 22, 2015. One claim was presented: \$2,667.23 from Circuit Rider of Colorado, LLC for professional staff services. This amount was explained to be higher than normal due to extraordinary costs for two reasons: first, the February meeting was cancelled due to inclement weather, realizing a savings in February, but an Executive Committee meeting had to be held in early March to take actions on the upcoming election, among other things; second, expenditures preparing for a May election continued into March, and the Application for Exemption from Audit was prepared. The claim was approved by a **motion (Giclas/LaPorte)** unanimous vote of 6-0.

Mr. Withers directed the Board's attention to the Schedule of Cash Position, noting that the fund balance of the Authority as of April 22, 2015 is presented as \$82,357, which includes the Claims paid this month.

The Treasurer's Report for April was accepted by a **motion (Bucknam/Giclas)**, which was approved unanimously.

Old Business

By Laws Amendment

The amendment to the Bylaws, initially approved at the March 2015 Board meeting, was considered for final approval:

RWADC Bylaws, Article V.

Section 5. Quorum

Only when a quorum of more than half of the *sitting* members of the Board is present shall Board business be conducted, ~~except in the case when a 2/3 super majority vote of the entire Board is required.~~ [new language is indicated by underline and italics, and deleted language is indicated by ~~strikethrough~~.]

The Board approved his amendment to the Bylaws unanimously.

2015 Board Election

Since there are no more candidates than one for each office to elected at the Biennial Meeting, the Board considered a **motion (Beane/Bucknam)** to cancel election and certify the results to the Colorado Division of Local Government. The motion passed 6-0.

2015 Biennial Meeting

Director Gager reported that Rhett Everett of the USGS has committed to making a presentation at the Board's Biennial Meeting on the RWADC Well-Monitoring program. Director Bucknam said that Yarrow Spitzfaden, of the Water Quality Management Program, Red Rocks Community College, from Red Rocks Community College, will be the second speaker, addressing their water/wastewater operator certification program. Director Kennedy indicated that Warren Brown, Public Health Engineer from the Tri-County Health Department will speak on septic tanks and their maintenance. This latter subject may not be within the direct mission of the RWADC, but it is one in which well owners have a natural interest.

The Board decided to send out a message to all contacts on the email list, announcing the Biennial Meeting and scheduled speakers. The message will highlight the election cancellation, announce the new Directors to the Board, and indicated the (expected) vacancies in Districts 2 & 3. It will also outline the Biennial Meeting Agenda in bullet form.

Well Monitoring Grant

Director Gager reported that he has received a revised contract from USGS. The Board considered the new contract and approved it by **motion (Bucknam/Giclas)** unanimously.

Colorado Water Conservation Board Contract

Director Gager also said that is still waiting for a contract extension for the CWCB, for the grant increase approved last winter. The CWCB asked him to submit additional information, concerning two more months on the contract for a final report, a usual deliverable in such matters. He also needs to send them a cancelled check, to be used to make direct deposits of grant reimbursements into the RWADC checking account.

Strategic Planning

Director Kennedy indicated that she has studied the existing RWADC draft Strategic Plan, and said that the three legs of the outreach program, namely

- Conservation (grey water, xeriscape, etc.)
- Well maintenance (pump life, chlorine, etc.)
- Reuse (not currently allowed)

Appear to her to be good. An Outreach strategy needs to be developed, however, for example targeting certain audiences, such as realtors and HOAs. The RWADC needs to be visible! The Board needs to commit to action after a plan is developed.

Director Kennedy said she would work on a “mind map” for the May meeting, showing some ideas on how to get visible, show value to well-owners, and get people involved.

One challenge will be how to put well-monitoring data into a format that can be understood by the layman.

New Business:

Colorado Oil & Gas Conservation Commission Applications

No applications have been received to date for exploration within the RWADC service area.

Douglas County Referrals

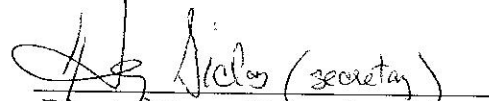
There were no new ones this month.

Adjournment

Upon a motion by Director Bucknam, with a second by Director Giclas, the meeting was adjourned at 8:50 p.m.

The next regular meeting of the Rural Water Authority of Douglas County shall be held at 7:00 on April 22, 2015 at the Miller Building, 100 Third St., Castle Rock, in Conference Rooms A & B.

Minutes approved on June 24, 2015



Director Henry Giclas, Secretary