

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RURAL WATER AUTHORITY OF DOUGLAS COUNTY
HELD
October 17, 2018**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on October 17, 2018 at the Douglas County Phillip S. Miller Building, Conference Rooms A & B, 100 Third St., Castle Rock CO.

Call to Order Director Gager called the regular meeting to order at 7:05 p.m.

Attendance In attendance were Directors:
Tricia Bernhardt
Charles Bucknam
Jack Delaney
Barry Gager
Chris Kennedy

A quorum was declared.

Also in attendance was:
Geoff Withers, Secretary to the RWADC Board, 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. He mentioned again that Thunderbird WSD was in discussions with Dominion WSD re: acquisition of water, but he didn't think that presented any conflict. Other than that, there were none.

Agenda Approval The posted Agenda was amended by adding under New Business the items "Liability Insurance" and 2019 meeting place," as well as a number of Douglas County referrals. The date of the November meeting was also corrected to November 14, 2018. The Agenda was amended and approved by a **motion (Bucknam/Kennedy)**, which **passed 5-0**.

Public Comments There were none.

Approval of Minutes

The minutes for the September 19, 2018 Business Meeting were reviewed and approved as drafted by a **motion (Bucknam/Kennedy)**, which **passed 5-0**.

Officer Reports

Chairman Director Gager did not have a report.

Vice Chairman Director Bucknam reported that there is a problem with the transducer in the Eberle well in Grandview Estates. The USGS is looking into the problem. Suzanne Paschke, of the US Geological Survey, said it is not one of the two RWADC wells (10/17 email).

Secretary Mr. Withers reported that 1) he received a telephone call from Director Hank Giclas, expressing his need to resign from his Director's seat on the Board. He was told that he should send a resignation letter to the Authority at its PO Box; 2) he received an email from Dru Kennedy, Secretary to the Board of Douglas County Commissioners, stating that the Authority could not schedule meetings after 2018 in the county building without a county employee present. Director Bernhardt spoke to the need for getting someone from the county involved in the Authority's work. Good candidates might be Joe Fowler, Kati Rider or Jamie Hartig, all staff in the county planning office. Scheduling the 2019 Board meetings is on the Agenda under New Business

Treasurer The Board was provided the List of Claims, and Schedule of Revenues, Expenditures and Fund Balance for the period ending October 17, 2018. There was one Claim presented: \$729.22 from Colorado Circuit Rider, LLC for professional staff services.

The Schedule of Cash Position showed a balance as of October 17, 2018 of \$24,325.40 after the current Claim is paid.

The September 30, 2018 bank reconciliation was reviewed, showing a bank balance of \$24,373.02. The Treasurer's Report was accepted with a **motion (Bucknam/Bernhardt)**, which passed by a vote of 5-0, and the Claim from Colorado Circuit Rider, LLC was approved for payment with another **motion (Delaney/ Bucknam)**, which passed by a 5-0 vote.

Old Business

Outreach to Well Owners

Director Kennedy reported that she and Scot are still working on the details of the new web site, but the final version should be coming soon. She has not had much time to spend on other Outreach issues, such as the Newsletter.

CWCB Well-Monitoring Program

Director Gager reported that the US Geological Survey and Colorado Water Conservation Board have found funding for a well level reading in September/October, which will be the final download of data from the monitoring wells for end-of-year data. There will have to be a new contract to continue the program into 2019. Director Gager is waiting for the US Geological Survey to let him know about their progress on state funding. He will ask the for a proposal.

A search for grant funding from a nonprofit may be possible when a DC Rural Water Foundation is created.

Recruitment of Directors to Fill Vacancies

Director Hank Giclas has expressed his need to resign from the Director District #1 seat on the Board. He will be missed. Director Gager reported that he still intends to contact Ed Brewer regarding a Director for District #3. Director Delaney said he would make up a notice about Board vacancies, to be posted on various bulletin boards around the county.

It was mentioned that the Board might want to schedule Board meetings at different locations in the Service Area and invite well owners in those areas to attend.

There have been no qualified volunteers identified for the vacant Board positions in Districts #3 or #4, or Small Water System Provider #2.

RWADC.org

[This item is covered in the minutes above under “Outreach to Well Owners,” and will be included under that heading for future Board meetings.]

Colorado Circuit Rider Contract

The Board discussed the development of a not for profit foundation, which could be used to pursue private grant funding for ongoing operations. Mr. Withers will discuss this with Sarah Shepherd of Colorado Circuit Rider, LLC.

The ongoing operating procedures under the new contract amendment were discussed. Mr. Withers said he would get the minutes drafted and delivered to Board members as early as possible. Director Bucknam observed that the RWADC Election Rules should be reviewed for simplification, since the Board will be responsible for conduct of the election, and the Creation Agreement does not require much conformity with the Special District Election Law

2019 Budget

Director Gager presented the Board with a revised draft 2019 Budget for the Authority, dated October 17, 2018. A Notice was published on October 11 for the November 14 Budget Hearing.

New Business:

2019 Meeting Place

Director Delaney said he would look into the Franktown firehouse as a new meeting place. Other Board members said they would see what they can find.

Insurance

Director Bucknam reported that he has received a proposal for general liability and business property insurance from U.S. Liability and Insurance Group, with an annual premium of \$395. The Board decided by a **motion (Bucknam/Delaney)** to defer payment of the invoice from the Colorado Special District Property and Casualty Pool for Worker's Compensation Insurance until the November Board meeting. The motion **passed 5-0**.

Douglas County Referrals

- 2017-043 – Sterling Ranch Final Plat 4C; Director Gager responded 9/23.
- US2018-009 – Stone Canon Ranch. Director Bucknam, responded 10/1
- ZR2018-030 – Tedesco Rezone. Director Gager has the assignment, due 10/18.
- SB2018-025. Arrowpoint Subdivision. Director Gager has the assignment to respond by 10/26.
- DR2018-008. Re: Existing Golf Courses. Director Gager has the assignment to respond by 10/18.
- SB2018-058 – Castle Pines Village. Director Gager has the assignment to respond by 11/1.
- SB2018-059 – Legacy Pines. Director Delaney has the assignment to respond by 11/2.

Adjournment

Upon a **motion by Director Bucknam, with a second by Director Delaney**, the meeting was adjourned at 9:35 p.m. by a 5-0 vote.

The next regular meeting of the Rural Water Authority of Douglas County shall be held on

November 14, 2018 at the
Douglas County Phillip S. Miller Building
Conference Rooms A & B
100 Third St., Castle Rock CO

Minutes approved on November 14, 2018



Geoff Withers, Secretary