

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RURAL WATER AUTHORITY OF DOUGLAS COUNTY
HELD
September 16, 2018**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on September 16, 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 7:04 p.m.

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

A quorum was declared.

Director Henry Giclas' absence was excused by a **Motion** (Bucknam/Kennedy) that was **approved by a 4-0 vote**.

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 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 item "Potential Nonprofit Foundation." The Agenda was amended and approved by a **motion (Bucknam/Kennedy)**, which **passed 4-0**.

Public Comments There were none.

Approval of The minutes for the August 15, 2018 Business Meeting were

Minutes

reviewed and approved as drafted by a **motion Bucknam/Kennedy**), which passed 4-0.

Officer Reports

Chairman Director Gager reported that 1) he has not yet gotten new signature cards from the bank, and 2) he still intends to contact Ed Brewer regarding a Director for District #3.

Vice Chairman Director Bucknam reported 1) a new umbrella insurance proposal will soon be submitted for the Board's consideration, and 2) Cottonwood WSD has stipulated that they would not put water in Chambers reservoir until it's proven not to leak (this is from the "Expert's Meeting").

Secretary Mr. Withers reported that a letter has been received from Trish Bernhardt, expressing a willingness to serve as At-Large Director, if so appointed. This will be covered more fully under Old Business>Board Vacancies

Treasurer The Board was provided the List of Claims, and Schedule of Revenues, Expenditures and Fund Balance for the period ending September 16, 2018. There was one Claim presented: \$728.22 from Colorado Circuit Rider, LLC for professional staff services.

The Schedule of Cash Position showed a balance as of September 16, 2018 of \$24,374.02, after the current Claim is paid.

The August 31, 2018 bank reconciliation was reviewed, showing a bank balance of \$25,102.24. The Treasurer's Report was accepted with a **motion (Bucknam/Delaney)**, which passed by a vote of 4-0, and the Claim from Colorado Circuit Rider was paid with another **motion (Bucknam/Delaney)**, which passed by a 4-0 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 is close. She has not had much time to spend on other Outreach issues

CWCB Well-Monitoring Program

Director Gager reported that September/October is the time that USGS will do 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. Director Gager will contact US Geological Survey to inquire about their progress on state funding.

Recruitment of Directors to Fill Vacancies

Tricia Bernhardt was introduced to the Board. She expressed her willingness to serve on the RWADC Board in the At-Large position. Some discussion ensued regarding the direction of the Authority, and her interest in helping steer it to a place that would encourage well-owner support. The Board approved her application to the At-Large position by a **motion (Bucknam/Delaney)**, which was approved by a 4-0 vote. Ms. Bernhardt was given a verbal oath to swear her in to the position. Mr. Withers indicated that there would be a written version for her to sign at the October 16, 2018 Board meeting.

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

Director Kennedy reports that she and Scot are working on the new web site, and they hope to have it online by next month.

Colorado Circuit Rider Contract

The Board was presented with a new contract extension through December 31, 2018, reflecting new general duties for staff support. The Board reviewed and discussed it, finding it to be in keeping with the recent proposal from Sarah Shepherd of Colorado Circuit Rider, LLC. The Board approved a **motion (Bucknam/Delaney)** to sign the contract, which was done.

New Business:

2019 Budget

Director Gager presented the Board with a draft 2019 Budget for the Authority. A Notice will be published for the November 14 Budget Hearing. Important features:

- Staffing expense will be reduced to no more than \$650 per month
- \$15,584 will be due to US Geological Survey for the Well-Monitoring program.

Nonprofit Foundation

The idea of forming a not-for-profit corporation, which could apply for tax-exempt status so as to accept grants from private foundations, could be beneficial to the Authority's long-term existence. Grant funds could help keep the well-monitoring program going for a while longer, for example, furthering efforts to protect Douglas County groundwater.

Douglas County Referrals

- 2017-043 – Sterling Ranch Final Plat 4C; Director Gager responded.


Adjournment

Upon a **motion by Director Bucknam, with a second by Director Delaney**, the meeting was adjourned at 9:15 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 October 17, 2018

A handwritten signature in cursive script, appearing to read "G Withers", written over a horizontal line.

Geoff Withers, Secretary