

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RURAL WATER AUTHORITY OF DOUGLAS COUNTY
HELD
January 27, 2016**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held on January 27, 2016 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 7:03 p.m. and declared a quorum was present.

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

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 oil and gas development applications, he would abstain from those discussions and actions, if any.

Approval of Agenda The Agenda was amended by adding a discussion of recruitment of new directors to Old Business. The amendment was made by a **motion (Bucknam/Giclas) which passed on a 5-0 vote.** The amended agenda was approved with a **motion (Giclas/Kennedy),** which was approved by a vote of 5-0.

Public Comments There were none.

Approval of Minutes

The minutes of the Board's Budget Hearing held on November 18, 2015 were approved as submitted by a **motion (Beane/Bucknam)** and vote of 5-0.

The minutes of the Board meeting held on November 18, 2015 were approved by a **motion (Beane/Bucknam)** and vote of 5-0.

Officer Reports

Chairman Director Gager had no report.

Vice Chairman Director Bucknam reported that United Water is through with the monitoring program, as was required by the county's L&E permit, and ACWWA is taking over responsibility for the reservoir's performance. Grandview Estates will be monitoring the situation.

Secretary Director Kennedy had no Secretary report.

Treasurer Report - Claims & Financial Statements

An update on the recent fraudulent checks cleared by Castle Rock Bank was given by Director Gager. A Douglas County Sheriff detective found the person to whom the checks were written. A "customer" of his in Uganda ordered a number telephones, and sent him a check as payment. When it cleared two other orders were made, also paid by check. When Castle Rock Bank reported the theft from the RWADC account, the funds were recovered, and the vendor in Florida lost the payments for his telephones, which apparently didn't seem to bother him much.

The Board was provided the list of Claims and Financial Statements for the period ending December 31, 2015. Three claims were presented: \$1970.01 from Colorado Circuit Rider, LLC (CCR) for professional staff services, \$1,337.31 from the Colorado Special Districts Property and Casualty Pool for general liability insurance, and \$475 from Charles T. Wilson, manager of the Colorado Special Districts Property and Casualty Pool for their "agency fee." The first two claims were paid by the Executive Committee at a special December meeting, since the insurance had to be paid by Dec. 31, 2015. The third claim is waiting for approval. All three claims were approved by a **motion (Beane/Bucknam)** by a unanimous vote of 5-0. The December 31, 2015 Schedule of Cash Position showed a General Fund Balance of \$74,551.44. It was noted that the District Management budget line is 3% over estimate and the Well Monitoring line is 16% under budget. The December Treasurer's Report was approved by a **motion (Bucknam/Beane)** and vote of 5-0.

The Board was provided the list of Claims and Financial Statements for the period ending January 27, 2016. Four claims were presented:

\$507.77 from Colorado Circuit Rider, LLC (CCR) for professional staff services, \$243.56 from the Colorado Special Districts Association for 2016 dues, \$2,920 from the US Geological Service for well monitoring, and \$93.85 from the Castle Rock Bank for check printing. The claims were approved by a **motion (Beane/Giclas)** by a unanimous vote of 5-0.

Mr. Withers directed the Board's attention to the Schedule of Cash Position, noting that the fund balance of the Authority as of January 27, 2016 is presented as \$68,974, which includes the Claims paid this month.

A copy of the letter to the Colorado Water Conservation Board requesting reimbursement under their grant to the RWADC was included in the Board's packet. It Was noted that the amount requested to be reimbursed was in error, and should have been \$1460, 50% of the amount paid to USGS and requested in the letter, under the terms of the contract. Once corrected, the \$1460 can be considered a receivable, making the total assets available to the RWADC as of Jan. 27, 2016 to be \$70,434.

The January Treasurer's Report was approved by a **motion (Beane/Bucknam)** unanimously.

Old Business

Circuit Rider of Colorado 2016 Contract

After some discussion, the contract was approved by a **motion (Beane/Bucknam)** and a vote of 5-0.

eMail Newsletters to Well Owners

A new draft of Newsletter #2 to well owners on Water Rights, distinguishing well water rights under the Adjudication process from all other water rights in the state, was discussed at length. A number suggestions were made; a new draft will be circulated for directors' comments, and be reviewed at the February Board meeting. The following newsletter #3 will be on Adjudication alone.

CWCB Well-Monitoring Program

Currently, the USGS covers ½ the program's cost, with the other half split between the RWADC and the CWCB under a grant contract. Director Gager will contact Rhett Everett of the USGS to explore the possibility continuation of that arrangement for the foreseeable future.

Recruitment of Directors to Fill Vacancies

So far, no one has any luck trying to find candidates. Director Bucknam will get a new list of HOA contacts from the county, since that course was productive in the past. It was decided that this item should remain as a standing item on future agendas.

New Business:

2016 Meeting Dates

A **motion (Giclas/Bucknam)** was made to approve the Resolution 2016-01 as submitted establishing meeting dates for 2016, and approved 5-0. It was suggested that the Board consider changing the meeting schedule at the February meeting, since Grandview Estates HOA has moved their meeting date to the fourth Wed. of each month, presenting a conflict for Director Bucknam. Perhaps the third Wed. of each month would work for everyone. This should be on the February meeting Agenda.

Colorado Oil & Gas Conservation Commission Applications

No application in the Authority's Service Area have been received this month.

Douglas County Referrals

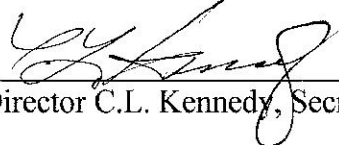
No Douglas County referrals were discussed.

Adjournment

Upon a motion by Director Giclas, with a second by Director Beane, the meeting was adjourned at 9:20 p.m.

The next regular meeting of the Rural Water Authority of Douglas County shall be held at 7:00 on February 24, 2016 at the Douglas County Phillip S. Miller Building, 100 Third St., Castle Rock.

Minutes approved on February 24, 2016



Director C.L. Kennedy, Secretary