

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RURAL WATER AUTHORITY OF DOUGLAS COUNTY
HELD
September 28, 2011**

A regular meeting of the Board of Directors of the Rural Water Authority of Douglas County (RWADC) was held at 7:00 p.m. on September 28, 2011 at the Castle Rock Fire Headquarters, 300 Perry St., Castle Rock, CO

Attendance

In attendance were Directors:

Commissioner Steven A. Boand (Departed at 8:19 p.m.)
Charles Bucknam
Christine Hashimoto
Jack McCormick
Charlotte Mirabella
Kristen Dearborn
Barry Gager
Ron Beane

Geoff Withers was absent whose absence was excused.

Also in attendance were:

Conner Shepherd, Circuit Rider of Colorado, LLC, Authority
Manager

Call to Order

Director Mirabella called the meeting to order at 7:02 p.m. and declared a quorum. She asked if there were any conflicts of interest needed to be disclosed. There were none.

Approval of Agenda **By acclamation, the Agenda was approved as revised to change the order of items and with the addition of an E-referral.**

Public Comments

Director McCormick asked whether or not it was okay to have the public speak on both items not on the agenda and those that are on the agenda. The consensus was that it would be okay for the public to comment on either at the public comment portion of the agenda.

**Approval of
August 24, 2011**

Upon a motion duly made by Director Hashimoto with a second by Director McCormick, the minutes of the regular

Regular Meeting Minutes

meeting of August 24, 2011 minutes were approved as amended.

Officer Reports

Chairman & Vice-Chair, and Secretary

None.

Treasurer - Financial Statements & Claims

Mr. Shepherd provided the Board with the list of Claims and presented the financial statements. He said the Authority has received the funding from the County in the amount of \$100,000 but has not received reimbursements from CWCB. The payments to the USGS for the water measurement study are included in the Claims for Board approval. **Upon a motion by Director Gager with a second by Commissioner Board the Board approved the Claims in the total amount of \$6,771.11 and including the release of the additional checks to the USGS in the amount of \$37,016.** Commissioner Board asked that the balances be included in the minutes.

Mr. Shepherd reported that the current cash position of the Authority is \$110,431.82. **Upon a motion by Director McCormick with a second by Director Hashimoto, the Financial Statements were accepted.**

Report of Committees

IGA (Rural Water Supply Act) Committee Update

Director Mirabella reported that Mr. Shively invited the RWADC to participate with them in a series of public meetings this Fall. Director Mirabella said she believes that participating at this time is not in the best interests of the RWADC. The Board concurred.

Water Temporal Needs by Subdivision

Commissioner Board presented the mapping to date. He explained the graphic representation based on water service need in the near term, to very long term need. There appears to be a correlation between density in a subdivision and water need. He discussed the discrepancies among department data banks within the County. He looks forward to including the results of the USGS well monitoring data along with the data he is compiling. Discussion followed. Director Gager observed that the mapping illustrates temporal needs but not necessarily population density.

USGA Well Monitoring Program

Director Mirabella reported that work is progressing.

Outreach Committee

Upon a motion by Commissioner Boand with a second by Director Bucknam, the Board accepted the Louviers Water & Sanitation District as a Small Water System Provider member.

Upon a motion by Director Bucknam with a second by Director Gager, the Board appointed Ron Beane as its representative. Commissioner Boand administered the oath of office.

Old Business

Participant Withdrawal Process

Upon a motion by Director Bucknam with a second by Director McCormick, the Board accepted the change in the withdrawal language deleting from #4, the following language: “If the property and Well are transferred to a new owner, that owner will become a Participant of the Authority and the property will be included in the Authority’s Service Area, pursuant to the Authority’s Bylaws”. Director Hashimoto asked how a person can opt back into the Authority and how would they know. Discussion followed about how new property owners can be included. Director Mirabella said portion #2 of the withdrawal agreement speaks to this issue.

Board Liability and E & O Insurance

Mr. Shepherd explained a counter proposal is forthcoming from the insurance company, T. Charles Wilson. Discussion followed. As a point of reference, Director Gager said he has a policy for the Thunderbird Water & Sanitation District with a private agency. Director Bucknam asked Director Gager to request that agency to provide a bid. The Board decided to table the discussion for consideration at the next regular meeting.

New Business:

Cost-Saving Measures

Director Mirabella opened the discussion on revenue producing ideas and cost-saving ideas. Commissioner Boand suggested tabling this until November. Director Gager raised cost-saving

ideas such as finding secretarial services and bookkeeping services. Director Gager asked Mr. Shepherd to provide the Authority for a not-to-exceed figure for management services. Mr. Shepherd said that Circuit Rider would perform services at a not-to-exceed amount of \$950/month. Director Gager asked Mr. Shepherd to prepare the proposal in a formal offer.

Other New Business

Regarding State & County permit applications for oil and gas exploration, Director Mirabella reported that the RWADC has been put on the referral list for drilling applications.

Commissioner Board reported that he volunteered this group to do a presentation to Douglas County Conservation District at its meeting in October 12.

Director Mirabella suggested an informal social meeting in lieu of a formal Board meeting in December.

Commissioner Board left at 8:19 p.m.

Douglas County Referrals:

Electronic Mail Meetings Proposal. Discussion followed as to what makes a public meeting, and how to avoid an electronic discussion. Director Bucknam said if information was disseminated, there should not be a response, that is, a give and take, among Board members. Mr. Shepherd said that this is a place where a District Manager's service can obviate concerns about improper electronic interactions among the Board. The manager can distribute the electronic referrals, receive comments from Board members, and prepare the referral based on the comments.

Referral

Director Gager said we should restrict our comments on referral issues to water sufficiency. There may be a lot of other issues but they should not be within our purview to consider. Director Gager also suggested we should not recommend approval or denial of a project. The Board concurred with this suggestion.

Discussion followed on the specific projects.

Titan Rd. Industrial Filing 1, Lot 15A, 1st Revision; Piney Lake Farms; Meridian International Business Center Filing 9; Spirit of Hope Lutheran

Upon a motion by Director Hashimoto with a second by Director McCormick the Board accepted the report by Director Bucknam.

Adjournment

Upon a motion by Director Bucknam with a second by Director Dearborn, the meeting was adjourned at 8:44 p.m.

The next regular meeting of the Rural Water Authority of Douglas County shall be held October 26, 2011 at the Castle Rock Fire Headquarters, 300 Perry St., Castle Rock, CO.

FINAL