

## RECORD OF PROCEEDING

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### MINUTES OF A REGULAR MEETING AND PUBLIC HEARING OF THE BOARD OF DIRECTORS GENESEE WATER & SANITATION DISTRICT

#### HELD

Tuesday December 11, 2018

At 5:00 p.m. at the Genesee Water & Sanitation District Office

2310 Bitterroot Lane

Golden, CO 80401

#### ATTENDANCE

A Regular Meeting of the Board of Directors of the Genesee Water & Sanitation District of Jefferson County, Colorado was held as shown above, and in accordance with the applicable statutes of the State of Colorado with the following Directors present and acting:

Dave Pezzutti  
John Steiner  
Charles Eggleton  
Branch Russell  
Frank DeFilippo

Also present were: Scott Jones, District Manager; Chris Brownell, Superintendent, and Rita Claar, Director of Administration; Gary Anderson, Resident & Former President; Bob Calley, District Operator.

#### CALL TO ORDER

President Pezzutti called the meeting to order and opened for discussion the first agenda item.

#### MANAGER'S REPORT

Water Withdrawn and Returned/Including Storage – The Water Withdrawn and Returned Report for the month of November 2018 will be incorporated within and made part of these minutes by attachment. There was an 89% return of the water taken from Bear Creek that was returned through the treated effluent for the past month with a year to date return of 65%. Stream flows in Bear Creek have been running around 12 -13 cfs which is about 70% of the historical average. Both Dakota wells are being used intermittently to help with wintertime replacements.

#### SUPERINTENDENT'S REPORT

The Turbidity and Disinfection Report – No exceptions. The Turbidity and Disinfection Report for the month of November 2018 will be incorporated within and made part of these minutes by attachment.

Replacement of Granular Activated Carbon at the Advanced Water Treatment Plant was discussed. Superintendent Brownell is recommending that we remove the Carbon from both tanks and replace just one tank at this time. He is working on getting information and quotes from vendors, and will update the board at the January meeting.

#### ADMINISTRATION REPORT

##### Cash Disbursements

No comments or objections to the November 2018 cash disbursements

##### Cash & Investments/Financial Statements

No exceptions to the cash and investment reports for the month of November 2018.

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### PUBLIC HEARING ON PROPOSED 2019 BUDGET OPEN

**Motion:** Thereupon, motion made to open the Public Hearing by Director Eggleton and seconded by Director DeFilippo. The motion passed unanimously.

### PROPOSED 2019 BUDGET- Final Draft

The Board discussed and reviewed the draft of the proposed 2019 budget. Most notable changes from the previous draft include:

- The final assessed evaluation was reduced from the August number by approximately \$169,000.
- YTD Property Tax Collection is around 99%, a 1% shortfall will be used for budgeting purposes.
- The decrease in 2018 Colorado Water Resources and Power Development Authority interest payment had a net effect of offsetting the above, and the final numbers have reduced the mill levy to 9.916. Thus the recommended mill certification is 9.916 for collection in 2019.
- Of note and as promised to our customers, the mill levy has gone down year after year for the last 5 years.

### PUBLIC HEARING ON PROPOSED BUDGET CLOSED

**Motion:** Thereupon with no further comments, a motion was made to close the Public Hearing by Director Eggleton and seconded by Director DeFilippo. The motion passed unanimously.

**Motion:** Thereupon, motion made by Director Eggleton and seconded by President Pezzutti to adopt a resolution summarizing expenditures and revenues and adopting a budget for calendar year 2019. The motion passed unanimously.

**Motion:** Thereupon, motion made by Director Eggleton and seconded by Director Russell adopt a resolution levying general property taxes for the year 2019, as described in the summary resolution and made part of these minutes by attachment. The motion passed unanimously. Accordingly staff will get the mill levy certification to Jefferson County.

**Motion:** Thereupon, motion made by Director Eggleton and seconded by Director Russell to adopt a resolution appropriating sums of money as described in the summary resolution and made part of these minutes by attachment. The motion passed unanimously.

### MINUTES

The Board reviewed the minutes from the Regular Board Meeting on November 27, 2018.

**Motion:** Thereupon, motion made by Director Eggleton and seconded by Director DeFilippo approving the minutes. The motion passed unanimously.

### LEGAL REPORT

A Data Protection Policy was recommended by legal counsel. The changes requested by the board were incorporated.

**Motion:** Thereupon, motion made by Director DeFilippo and seconded by President Pezzutti approving the Data Protection Policy. The motion passed unanimously.

### PROPOSED 2019 ANNUAL SCHEDULE – Board of Director’s Meetings

The Notice of Regular Meetings of the Board of Directors for 2019 was submitted and discussed by the Board. Director Steiner requested that the date in January be moved up to the 15<sup>th</sup> as two of the directors will be unable to attend on the 22<sup>nd</sup>.

**Motion:** Thereupon, motion made by Director DeFilippo seconded by Director Steiner to adopt the 2019 Annual Meeting Schedule with the change suggested by Director Steiner. The motion passed unanimously.

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### POSTING LOCATIONS – 2019 Regular & Special Meetings Notice Resolution

**Motion:** Thereupon, motion made by Director Eggleton seconded by Director Steiner to approve the resolution for the 2018 Posting Locations as presented. The motion passed unanimously.

### VALUE ADDED CONCEPTS – Continued Discussion:

Increased Efficiencies and Potential Improvements were discussed and will be researched:

- Service Growth
  - Potential for inclusions and/or additional service.
- Evaluate Xcel Energy power consumption and rebates
  - The rebates have not been received.
  - Xcel Energy audit scheduled for January 6, 2019

### OLD BUSINESS

Genesee Foundation Letter –Manager Jones drafted a response to their October 18, 2018 letter and sent it to the Foundation. There is a meeting scheduled with the Foundation, ARC and interested members of the Board to meet on Friday, December 21<sup>st</sup> at 1:00 pm.

### NEW BUSINESS

The letter to customers has been drafted and once general consensus is gained will be sent in the December billing.

Executive Session – Personnel Matters, Under C.R.S. 24-6-402(4)(f) for the purpose of discussing District Employee performance pay.

**Motion:** Thereupon motion made by President Pezzutti and seconded by Director Steiner enter into executive session regarding personnel matter, under C.R.S.24-6-402(4)(f).

**Motion:** Thereupon motion made by Director Steiner and seconded by Director Eggleton to exit the executive session.

**Motion:** Thereupon, motion made by Director Pezzutti and seconded by Director Eggleton By Board directive, Manager Jones was instructed to pay out the discussed amounts to each employee of the District for their part in yearend performance pay. The motion passed unanimously.

### ADJOURN

**Motion:** Thereupon, motion made by Director Steiner and seconded by Director Russell to adjourn the meeting. The motion passed unanimously.

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Scott Jones, Secretary of the Meeting

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David Pezzutti, President

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John Steiner, 1<sup>st</sup> Vice President

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Charles Eggleton, Secretary/Treasurer

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Branch Russell, Vice President

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Frank DeFilippo, Vice President