

NOTICE OF REGULAR MEETING

**DOMINION WATER & SANITATION DISTRICT
DOUGLAS COUNTY, COLORADO**

NOTICE IS HEREBY GIVEN that the Board of Directors of Dominion Water & Sanitation District, Douglas County, Colorado, will hold a regular board meeting on Tuesday June 19, 2018

at the hour of 1:00 p.m. at the offices of CliftonLarsonAllen LLP,

8390 E Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

At this meeting the Board will take up regular business of the District as reflected on the agenda attached, and any other matters as may come before the Board.

The meeting is open to the public.

This notice is given by order of the Board of Directors of the District.

DOMINION WATER & SANITATION DISTRICT
DOUGLAS COUNTY, COLORADO

By: /s/ Chuck Reid
Manager

**DOMINION WATER & SANITATION DISTRICT
REGULAR MEETING AGENDA OF THE DISTRICT AND
ITS STERLING RANCH WATER ACTIVITY ENTERPRISE AND
ITS STERLING RANCH WASTEWATER ACTIVITY ENTERPRISE**

Board of Directors: Expires:	Term
Harold R. Smethills, President	May 2020
James Yates, Treasurer	May 2022
Jeffrey Clark LaForte, Assistant Secretary	May 2018
Jack Hilbert, Assistant Secretary	May 2020
VACANT	May 2020
Chuck Reid, Secretary	N/A

Date: June 19, 2018 – Thursday
Time: 1:00 p.m.
Location: CliftonLarsonAllen LLP
8390 E Crescent Parkway
Suite 500
Greenwood Village, CO 80111

1. Call to Order / Declaration of Quorum

2. Disclosure of Conflicts of Interest

3. Review and Consider Approval of Agenda and Meeting Location; Appoint Acting Secretary for Meeting, If Necessary

4. BOARD MATTERS
 - A. Discuss results of cancelled May 8, 2018 Regular Directors’ Election
 - B. Consider appointment of John Ostermiller to the Board of Directors (Notice of Vacancy was published June 6, 2018)
 - C. Administer Oath of Director to Mr. Ostermiller
 - D. Consider appointment of officers

5. CONSENT AGENDA (THE FOLLOWING CAN BE APPROVED WITH A SINGLE MOTION, OR PULLED FROM THE CONSENT AGENDA AND DISCUSSED SEPARATELY)
 - A. Review and Consider Approval of Claims Totaling \$497,265.41, Represented by Check Numbers 1036 and 1164 through 1199 (enclosed)
 - B. Review and Consider Approval of Minutes of the May 17, 2018 Regular Meeting (enclosed)
 - C. Review and Consider Approval of Trustee Project Fund Disbursement Request No. 23 (enclosed)
 - D. Review and Approve Change Order for Precision Survey & Mapping, Inc. from \$9065.00, with a new budget of \$ 15,830.00 (enclosed)

- E. Consider the adoption of Second Amended and Restated Resolution Regarding Colorado Open Records Act Requests (enclosed)
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6. MANAGERS REPORT (Provaznik)

- A. Administrative Matters
 - 1) Review and Discuss Monthly Report (Emailed and distributed)
 - 2) Discuss and Consider Personnel Requests
 - 3) Update on 401-K Benefit
 - B. Customer Service Matters
 - C. Utility Matters
 - 1) Water
 - 2) Wastewater
 - 3) Other
 - D. Partnership Matters
 - E. District Leadership Matters
 - F. Renewal of office building lease
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7. LEGAL MATTERS

DISTRICT

- A. Other
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WATER ACTIVITY ENTERPRISE

- B. Discuss Water Supply Purchases
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- C. Discuss Potential New Users
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- D. Other
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WASTEWATER ACTIVITY ENTERPRISE

- E. Review and Consider Authorizing the General Manager to Negotiate and Award Contracts Related to Emergency Shoring Repairs at the Chatfield Wastewater Reclamation Facility (enclosed)
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- F. Update on Willow Creek Lift Station
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- G. Other
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8. **FINANCIAL MATTERS (CliftonLarsonAllen)**

- A. Review and Consider Approval of 2017 Audit and authorize execution of Representations Letter (enclosed)
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- B. Other
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CONSULTANT AGREEMENTS AND WORK ORDERS/ CHANGE ORDERS:

- A. Work Order Summary Sheet
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- B. Discuss and Consider Approval of the following Item Relating to the Master Service Agreement for Easement Acquisition Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Western States Land Services, Inc.:**

1. Change Order 1 to Work Order 2 for Easement Acquisition Services with an original budget of \$64,270, and a new budget of \$106,197.26 (enclosed)
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- C. Discuss and Consider Approval of the following Item Relating to the Master Service Agreement for Professional Engineering Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Red Mountain Engineering, LLC:**

1. Work Order 3 for Professional Engineering Services with a budget of \$32,000.00 (enclosed)
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- D. Discuss and Consider Approval of the following Item Relating to the Master Service Agreement for Engineering Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Black & Veatch Corporation:** (enclosed)

1. CAB Cost Share for - Work Order 6 for Professional Engineering Services with a budget of \$9,500.00 (enclosed)
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- E. Discuss and Consider Approval of the Master Service Agreement for Professional Engineering Services between the District, acting by and through its Sterling Ranch Water Activity Enterprise, and **Headwaters Corporation:** (enclosed)

2. Work Order 1 for Professional Engineering Services with a budget of \$18,480.00 (enclosed)
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9. PUBLIC COMMENTS

10. EXECUTIVE SESSION

11. OTHER MATTERS:

- A. Verify Quorum for Next Regular Board Meeting, Tuesday, July 17, 2018 at 1:00 PM
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12. ADJOURNMENT:

NEXT SCHEDULED BOARD MEETING

Tuesday, July 17, 2018 – 1:00 p.m.

CliftonLarsonAllen LLP, 8390 E Crescent Parkway, Suite 500

Greenwood Village, CO 80111

2018 REGULAR BOARD MEETING SCHEDULE REMAINING

August 21, 2018 / September 18, 2018

October 16, 2018 / November 20, 2018

December 18, 2018

DEFERRED/PENDING ITEMS: