

**LPWWA Board of Directors  
Meeting Minutes for May 24, 2017**

Called to order at 6:36 pm. Board members in attendance were, Paul Gray, Kevin Mallow, Mardi Gebhardt, Ken Spence, Deb Flick, Barb McCall (via phone), and Frank Smith.

Agenda- Paul suggested that we operate off the amended agenda that Ken produced. Mardi made a motion to approve the amended agenda, Kevin seconded the motion which was approved by all.

Minutes for May 10 and May 15 have not been sent out for review so no action was taken on this agenda item.

Review of Phase 1 committee recommendations.

We reviewed the spreadsheet for Phase 1 rate calculations. We primarily focused on the base rate for Primary and Reserve Subscribers. Ken showed a graphic which depicts the amount the rate drops.

Deb moved that the base costs to subscribers include the debt/reserve payment, and operating costs. We ran through different scenarios to evaluate any and all the ways we could think of to reduce our monthly costs to subscribers. Ken seconded the motion.

Further discussion-Barb asked a question if this included all subscribers, the answer was yes, all subscribers were considered responsible for the base costs. All in favor.

Review of communications- Deb recommended sending the letters out registered mail to all subscribers, so our actions are covered, and no one can say we didn't notify them of our costs. Frank agreed that this was a good idea, Kevin agreed as well. Ken asked if we ask them to respond or do we move forward if we do not hear from anyone. Deb suggested we include the declination letter with the fact letter. Frank suggested we not include the declination letter with, but let them know it is available upon request. Kevin agreed that including the letter would make it too easy to back out of the project and may not have the desired result.

Ken, Mardi, and Deb will create the letter and fact sheet and send to the board for review. Ken asked that everyone respond to the email. They may not have it all ready by the next meeting which is proposed for May 31.

Another special meeting is planned for next Wednesday May 31, 2017.

Determine timeframe for designation of Final Design, based on scope provided by engineer and define impact on current subscribers.

Item number ten on the agenda is tabled due to lack of all information for Bartlett & West.

We discussed the tap fee cutoff date and what the new tap fee should be. Final design is the cutoff date

Kevin called Jeff to discuss final design date to proceed. If we give you the go ahead to proceed, you will go forward with the 144 subscribers, what date do we need to set for the final cutoff date? Jeff we can continue to take taps until the day the construction crew is standing in their yard but, but for those people included in the 144 we need an answer within 30 days. Or at 30% design could be a cutoff time.

As for documents- Jeff stated the additional information required by USDA is to be incorporated into the agreement. This is more than they typically have had to provide in the recent past.

Jeff stated he can have all the necessary information regarding scope, rate fees, additional exhibits, etc. to us before our next proposed meeting May 31, 2017.

The special meeting will just be to review the proposed scope of work for phase 1 engineering services, the letter to subscribers, and adjourn the meeting.

Mardi made a motion to table the water dock issue in Phase 1 but we will consider it in future phases. Deb seconded the motion. Approved by all.

Determine the timeline for specific responsibilities for the completion of individual components for completion of USDA the letter of conditions.

- Revenue Bond
- Electronic payment system
- Legal Services agreement
- Right of ways
- Interim Financing
- Construction account
- Certify number of users
- Proposed operating budget
- Vulnerability assessment/ emergency response plan (VA/ERP)

Right of way for CDOT- TSR title status report request to BIA- Kevin suggested not doing this as it will open a lot of issues and possible delays. Kristie sent an email detailing possible options to find out the status. CDOT cannot grant right of way to anyone beyond their own use across tribal land.

Designate an alternate for the OM&R- Roy has stated that he does not want to serve as the alternate on the OM&R committee. Tabled until the next meeting.

Adjourn-9:02 motion to adjourn made by Deb, Mardi seconded the motion.

Minutes as reported by Frank Smith, LPWWA Substitute Secretary.

*Frank Smith*

*Approved May 31, 2017*