

# **LA PLATA WEST WATER AUTHORITY**

## **BOARD OF DIRECTORS Meeting Minutes for**

### **June 17, 2015**

1. Call to order – Roy Horvath called the meeting to order at 6:30pm. Board members in attendance were Roy Horvath, Kevin Mallow, JT Coyne, Paul Gray, Jeanette Haas, Barb McCall, and Frank Smith. Jeff Shamburg with Bartlett & West was in attendance. Celene Hawkins with UMUT arrived at 6:50pm. Gerald Weis from Trappers Crossing was also in attendance to ask questions about the raw water and distribution lines. Jeff left the meeting at 8:45pm.
2. Approve Agenda- Item three under old business may be considered for executive session.
3. Review minutes from May 20 & June 3, 2015 meetings-Kevin made a motion to approve the May 20, 2015 meeting minutes, Paul seconded the motion which was approved. Kevin made a motion to approve the June 3, 2015 meeting minutes which was seconded by Barb and approved.
4. Comments and communications- Roy asked Gerald if he had specific information that was here to find out rather than make him sit through the whole meeting. Gerald asked questions about the intake structure- schedule, screens, distribution lines and shared infrastructure. Jeff presented a letter to Roy from someone seeking some information. Paul and Barb have been talking with their neighbor about his questions. Roy and Jeff spent time talking with Brice Lee, Jim Isgar, Mae Morley, and Bob Clark. Roy and Jeanette met with Ana Ruckhold, and Bob Lauth.
5. Treasurer's update & current invoices- we have invoices 1294 & 1295 which include invoice 1194 \$1277.50 in the balance, the total for 1294 is \$1435.00 and 1295 in the amount of \$1767.50, the total for all three invoices is \$4,480 from Colorado Water and Land Law. We asked Celene to review the invoices. She believes the formatting will work. JT made a motion to approve the invoices Paul seconded the motion which was approved. B&W invoices in the amount of \$350 for 7 additional easements, second invoice in the amount of \$574 for landowner meetings. We have concurrence from SUIT on the payment previously billed by B&W Barb made a motion to approve the two B&W invoices, Paul seconded the motion which was approved.

#### Old Business

1. Update on Phase 1 sign-ups, GIS training for sign-ups, yard signs, new web site input- Roy reported that he has met with many of the people in the Church Hollow area and many of them have signed up for taps. Roy presented an idea of considering the Marvel townsite for phase 1. We discussed this option and considered the pros and cons of what this would do to the second phase. Jeff believes we have a viable project without going that far down into what has been defined as the second phase. Jeff recommended considering Church Hollow but not Marvel at this time. We are to update the parcels with taps, and then B&W will run a quick analysis to determine what the system may look like. Frank asked Jeff if this additional analysis would cost more money, Jeff's response was they will do their best to keep their cost low and work with us on it.

Roy asked everyone to get to the G drive and look over the letter to commitment holders concerning refunds.

Jeff gave a list of three considerations that they will look at for in the preliminary design; user signups, environmental clearance, and easements.

Roy would like to take another look at properties next to clusters and try to contact those people.

We also discussed those that may want to pay after the June 30th deadline. Those people will not realize the discount and pay a higher tap fee. Perhaps \$10,000. This will be considered in the refund letters to commitment holders.

2. Phase 0 update/progress report, including non-BOR easements, BOR license agreement status-Roy reported that the license agreement has expired, Celene thought that it may be the payment agreement has expired but she didn't think it was the license agreement. Jeff reported that B&W has submitted the final client review set of design drawings. Jeff followed up on the submittal and spoke with Tyler Artichoker of BOR to confirm they have the drawings. Jeff asked if there were any other changes to the design; Jeff stated that there were minor changes, one is the style of meter vault to eliminate confined space entry training and permit requirements.

Jeff stated that they are ready to send out the design drawings. There is a 30 day design review. Celene asked if the letter with attachments had been sent? Jeff just sent the letter without the attachments so he will send the attachments out again tomorrow.

3. Revolving Fund Eligibility list submission and Roundtable application- The roundtable meeting is July 8<sup>th</sup> so it is too late to turn in the application this go round. We may need to do it next quarter. Roy will update the RF eligibility survey and send it in by the end of the month. We did not go into executive session to discuss this agenda topic.

4. Update of Policy 13-2 regarding refunds/transfers of commitment deposits.

#### New Business

1. Progress on operating agreement discussion- Roy stated that Celene was going to send out the IGA out for our review as well as a maintenance agreement sample. Operating agreement meeting tentatively July 16<sup>th</sup> 1:30 to 3:30 in the afternoon. Roy will send out a meeting request once the location is established. Roy will check on the maintenance schedule for the intake structure.

2. Next design/engineering meeting – Jun, 2015 8-10 AM

3. Presentation for Coldwell Banker – June 24, 2015 8:30 am 785 Main Ave. Coldwell Banker office.

4. Open house sign-up meetings – June 27, 2015 Breen Community Building 9 AM to 3 PM

5. Next LPWWA Board meeting –July 1 & 15, 2015, August 5 & 19, 2015

6. Adjourn 9:16pm-

Meeting minutes as reported by Frank Smith, LPWWA Secretary

Approved on July 1, 2015

