

## BOARD OF DIRECTORS MEETING MINUTES

Minutes of the combined regular Board Meeting of the  
**Boards of Directors of the Southgate Water and Sanitation Districts**  
Arapahoe and Douglas Counties, Colorado

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The Board of Directors of the Southgate Water District, and the Board of Directors of the Southgate Sanitation District located in Arapahoe and Douglas Counties, Colorado, (hereinafter referred to as “Southgate” or “District”) met in regular joint session on **Tuesday, February 13, 2018**, at 4:00 PM at the District Offices, 3722 E. Orchard Road, Centennial Co 80121.

Notice of this meeting was duly posted as required by law. The agenda for this meeting was posted at Southgate offices more than 72 hours before the meeting convened. The purpose of the meeting was stated to be for consideration of any and all business that may come before the Board of Directors of the Southgate Water and Sanitation Districts.

These minutes reflect the proceedings of the Boards of both the Southgate Water District and the Southgate Sanitation District.

**1. Call to Order**

Action

The meeting was called to order at 4:00 pm by Board President, Mitchell M. Chambers.

**2. Roll Call**

Action

*The following Directors were present:*

Mitchell M. Chambers  
Chuck Silkman  
Paul Wiethorn  
Rick Marsicek  
Mark Rosser

*The following were also present:*

Harriet Crittenden LaMair, High Line Conservancy  
Andrew Stevens, Dewberry  
Randall Parks PE, Dewberry  
Keith Lemaster, Garney Construction  
Mike Hale, Garney Construction  
Peggy Ganse, Shannon & Wilson Inc.  
David Kahlich, Burns & McDonnell  
Russell W. Dykstra, Spencer Fane LLP  
John Simmons CPA, Simmons and Wheeler PC  
David Irish, Southgate Water and Sanitation Districts General Manager  
Christina Baca, PE, Southgate Water and Sanitation Districts Engineering Manager  
Jodi Webb, Accounting and Administrative Manager  
Alfonso Nevarez, Southgate Water and Sanitation Districts Operations Manager

**3. Approval of Agenda**

Action

Director Wiethorn MOVED to approve the agenda with changes to remove items from the Consent Agenda for discussion and to move the Legal report and the Financial Statements and Investment reports to the beginning of the meeting. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

**4. Public Comment**

None

**5. Public Hearings**

None

**6. Legal Report**

Report

Mr. Russ Dykstra delivered his report to the Board which included a Legislative update and 2018 Board Election information. Following a discussion Director Wiethorn MOVED to approve Resolutions of the Southgate Water District as well as the Southgate Sanitation District Concerning the Regular Elections to be Held May, 8, 2018. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

**7. Financial Statements and Investment Reports**

Action

The January 2018 Financial Statements and Investment Reports were presented to the Board by Mr. John Simmons CPA. He discussed the City of Englewood Sewer Service Charge billing issue with the Board. Following a discussion Director Wiethorn MOVED to accept the Water District and the Sanitation District Financial Statements and Investment Reports for January 2018. Director Rosser SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

**8.****Scheduled Visits/Presentations**

-Ms. Harriet Crittenden LaMair spoke to the board and expressed the Conservancy's appreciation for the contribution by the Districts for the study and preservation of the High Line Canal..

Visit

-Mr. Andrew Stevens and Mr. Keith Lemaster provided a detailed update on the Colzman Tunnel Rehabilitation Project.

Presentation

**9. Board Discussion**

There was a Board discussion regarding aspects of the Colzman Tunnel Project and participation in the High Line Conservancy.

**10. Consent Agenda**

Action

Director Wiethorn MOVED to approve the Consent Agenda with the following Action Items removed for Board Discussion, Water Partial Easement Vacation and the Sewer Improvements Agreement. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED. The Consent Agenda consisted of the following items:

- a. Minutes-Regular Board Meeting, February 13, 2018
- b. Water and Sewer Resolutions, Calling the May 8, 2018 Regular Elections

**11. Action Items**

- a. W&S Cash Receipts and Accounts Payable

Following a discussion Director Wiethorn MOVED to approve the Water District Cash Receipts and Expenditures for January 2018 in the amount of \$288,244.65 Director Rosser SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED. Following a discussion, Director Silkman MOVED to approve the Sanitation District Cash Receipts and Expenditures for January 2018 in the amount of \$114,681.21. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Action

- b. W&S Financial Statements & Investment Reports

The January 2018 Investment Reports were presented to the Board by Mr. John Simmons CPA. He discussed the City of Englewood Sewer Service Charge billing issue with the Board. Following a discussion Director Wiethorn MOVED to accept the Water District and the Sanitation District Financial Statements for January 2018. Director Rosser SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Action

- c. W Water Partial Easement Vacation- Lot 1 Greenwood Plaza

There was a brief discussion regarding the Water Easement Vacation. Following a discussion Director Wiethorn MOVED to accept the Water District Partial Easement Vacation. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Action

- d. S Sewer Improvements Agreement-Michael D. and Johana P. Butcher

Following a discussion Director Silkman MOVED to accept the Sewer Improvements Agreement. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

**12. Status Reports**

- a. W&S District Manager's Report

Mr. Irish presented his monthly report to the Board.

Report

b. W&S Engineering Manager's Report  
Ms. Christina Baca PE provided her report to the Board.

Report

**13. Executive Session**

a. W&S None Scheduled

**14. Adjournment**

There being no further business to come before the board of Directors, Director Wiethorn MOVED to adjourn the meeting. Director Silkman SECONDED the motion. By UNANIMOUS vote the meeting was adjourned at 8:17 PM.

Action

**Southgate Water District Board of Directors**

  
\_\_\_\_\_  
Director Chambers, President

  
\_\_\_\_\_  
Director Rosser, Vice President

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Vacant

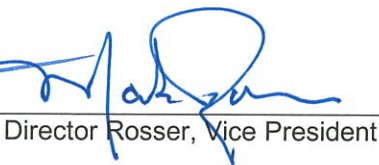
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\_\_\_\_\_  
Director Wiethorn, Treasurer

  
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Director Marsicek, Assistant Secretary

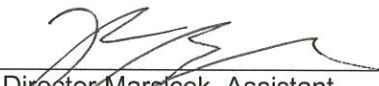
**Southgate Sanitation District Board of Directors**

  
\_\_\_\_\_  
Director Chambers, President

  
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Director Rosser, Vice President

  
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Director Silkman, Secretary

  
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Director Wiethorn, Treasurer

  
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Director Marsicek, Assistant Secretary