



## 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 Arapahoe and Douglas Counties, Colorado, (hereinafter referred to as "Southgate" or "District") met in regular joint session on **Tuesday, February 14, 2017**, at 4:00 PM at the Southgate offices, 3722 East Orchard Road, Centennial, Colorado 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.

#### I. Call to Order

Action

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

#### II. Roll Call

Action

*The following Directors were present:*

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

*The following were also present:*

John Simmons CPA, Simmons & Wheeler – District Accountant (Arrival 4:08 PM)  
Russ Dykstra, Spencer Fane, LLP – District Counsel  
David Irish, District Manager  
Christina Baca, PE, Engineering Manager  
Jodi Webb, Accounting/Administrative Manager

#### III. Approval of Agenda

Action

Following a discussion Director Wiethorn MOVED to approve the agenda with items (iii) and (iv) removed from the Consent Agenda for discussion. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

**IV. Public Comment**

None

**V. Public Hearings**

None

**VI. Scheduled Visits/Presentations**

None

**VII. Consent Agenda**

Director Rosser MOVED to approve the Consent Agenda. 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: Action

- |      |     |   |         |
|------|-----|---|---------|
| i.   | W&S | Minutes –January 2017   | Passed  |
| ii.  | W   | Water Improvements Agreement- K2 Hospitality, LLC                             | Passed  |
| iii. | W&S | Task Order-Developer Project Inspection Services for the Retreat at Ridgeway. | Removed |
| iv.  | S   | Amendment to City of Englewood Connectors Agreement                           | Removed |
| v.   | W&S | Resolution Regarding District Manager's Signature Authority                   | Passed  |

Discussion took place regarding the items removed from the Consent Agenda. Director Silkman MOVED to approve the items removed from the Consent Agenda. Director Wiethorn SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED. Action

- |     |   |
|-----|---|
| W&S | Task Order-Developer Project Inspection Services for the Retreat at Ridgeway. |
| S   | Amendment to City of Englewood Connectors Agreement                           |

**VIII. Administration**

Tab 1 W&S Cash Receipts and Accounts Payable- January 2017 Action

Following a discussion Director Wiethorn MOVED to approve the Water District Cash Receipts and Expenditures for January 2017 in the amount of \$264,293.80 and the Sanitation District Cash Receipts and Expenditures for January 2017 in the amount of \$164,900.03. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Tab 2 W&S Financial Statements & Investment Reports Action

The January 2017 financial statements and investment reports were presented by John Simmons, CPA to the Board. Following the presentation and discussion Director Rosser MOVED to accept the financial statements and investment reports. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Tab 3 W&S District Managers Report Report  
Mr. Irish presented his monthly report to the Board

Tab 4 W&S Legal Counsel Report Report  
Mr. Russ Dykstra provided his monthly report to the Board.

**IX. Engineering and Capital Projects**

Tab 5 W&S Engineering Manager's Report

Report

Ms. Christina Baca PE provided her monthly report to the Board.

Tab 6 W IGA- Greenwood Village, Long Road Reconstruction and Waterline Replacement Project

Action

Ms. Baca provided the IGA and project information to the Board. Following the presentation and discussion Director Rosser MOVED to approve the Intergovernmental Agreement. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Tab 7 W Task Order- 2018 Waterline Replacement Project Design Phase Services with Burns and McDonald Consulting Engineers.

Action

Ms. Baca provided information regarding the 2018 Waterline Replacement Project to the Board. This project is outlined and prioritized in the Master Plan. Following a discussion Director Silkman MOVED to approve the Task Order. Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED

**X. Board of Directors**

Tab 8 W&S District Goals and Additional Board Discussions

Report

District Manager Irish provided information regarding upcoming conferences and training opportunities. There was a Board discussion regarding the annual review of the District Manager in April 2017. Board President Chambers will work with Mr. Irish to prepare information for the Board to review in April.

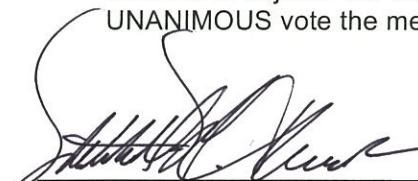
**XI. Executive Session**

None


**XII. Adjournment**

Action

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 5:40 PM.



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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