



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

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, July 11, 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

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

II. Roll Call

The following Directors were present:

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

The following were also present:

Russell W. Dykstra, Spencer Fane
Cathy Hamilton CPA, Simmons and Wheeler PC
Ty Holman, Haynie and Company
Nick Warnick, Haynie and Company
David Irish, Southgate Water and Sanitation Districts District Manager
Christina Baca, PE, Southgate Water and Sanitation Districts Engineering Manager
Jodi Webb, Southgate Water and Sanitation Districts Accounting/Administrative Manager
Alfonso Nevarez, Southgate Water and Sanitation Districts Operations Manager

III. Approval of Agenda

Following a discussion and the removal of the following items from the Consent Agenda:

- June 2017 Minutes
- Resolution Regarding the Safe Deposit Box, Wells Fargo
- ANB Bank Trust Agreement

- 2016 Audit Acceptance

Director Wiethorn MOVED to approve the agenda Director Marsicek 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

- i. None Scheduled

VI. Scheduled Visits/Presentations

- i. Ty Holman and Nick Warnick presented the 2016 Southgate Water District Audit as well as the 2016 Southgate Sanitation District Audit to the Board and attendees. My Holman stated that the Audits were given a "Clean Opinion".

VII. Board Discussion

There was a discussion regarding Director Silkman's home sale. Director Silkman briefed the Board on the process and the sale. This will require Director Silkman to resign from the Water District Board. He is eligible to continue the Sanitation District Board. There was also a discussion regarding a Strategic Planning Meeting and lunch with the staff. This will be scheduled for August 25, 2017.

VIII. Consent Agenda

No consent agenda

IX. Action Items

Tab 1 2016 Audit-

Following a discussion Director Wiethorn MOVED to accept the 2016 Water District and the 2016 Sanitation District audits and advise the District Manager to submit the audits to the State of Colorado if there are no objections from any Director within the next 10 days. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Tab 2 Minutes – June 2017

Following a discussion Director Wiethorn MOVED to approve the June 6, 2017 Water District and Sanitation District Minutes with a minor correction. 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 City of Englewood Revised Addendum to Wastewater Connector's Agreement

Following a discussion Director Wiethorn MOVED to approve the Addendum. Director Rosser SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

Tab 4 ANB Bank Trust Agreement

Following a discussion Director Silkman MOVED to approve the agreement.

Director Wiethorn SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED

- Tab 5 Resolution Regarding Safe Deposit Box Access
Following a discussion Director Wiethorn MOVED to approve the Resolution. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED
- Tab 6 Southgate Office Remodel Project
Following a discussion Director Wiethorn MOVED to approve the Remodel Project subject to checking of references. Director Silkman SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.
- Tab 7 Greenwood Village Tap Fee Waiver Request
Following a discussion this item was tabled. Direction was provided to Mr. Irish to meet with Jim Sanderson of Greenwood Village.
- Tab 8 JMa Municipal Advisors Proposal – Rates/Tap Fees Study & Financial Plan
Following a discussion this item was tabled. Direction was provided to Mr. Irish to meet with Jason Mumm and obtain a follow up proposal and enhanced scope of services.
- Tab 9 Cash Receipts and Accounts Payable – June 2017
Following a discussion Director Silkman MOVED to approve the Water District Cash Receipts and Expenditures for June 2017 in the amount of \$164,130.72 and the Sanitation District Cash Receipts and Expenditures for June 2017 in the amount of \$118,892.39 Director Marsicek SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.
- Tab 10 Financial Statements & Investment Reports – May & June 2017
Following a discussion Director Wiethorn MOVED to approve the May and June Financials. Director Chambers SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.
- Tab 11 District Managers Goals and Objectives, 2017-18
Following a discussion Director Silkman MOVED to approve the District Managers stated Goals and Objectives for 2017-18. Director Rosser SECONDED the motion. Upon a call of the vote, all Directors present voted "AYE", and the motion was declared UNANIMOUSLY PASSED.

X. Status Reports

- Tab 11 District Manager's Reports
Mr. Irish presented his monthly report to the Board.
- Tab 12 Legal Counsel's Report
Mr. Russ Dykstra provided his report to the Board.

Tab 13 Engineering Manager's Report
Ms. Christina Baca provided her report to the Board.

X. Executive Session

None

XI. Adjournment

There being no further business to come before the board of Directors, Director Wiethorn MOVED to adjourn the meeting. Director Rosser SECONDED the motion. By UNANIMOUS vote the meeting was adjourned at 6:45 PM.




Director Chambers, President



Director Rosser, Vice President



Director Silkman, Secretary



Director Wiethorn, Treasurer



Director Marsicek, Assistant Secretary