

**CENTENNIAL WATER AND SANITATION DISTRICT  
 BOARD OF DIRECTORS MEETING  
 DECEMBER 13, 2016  
 MINUTES**

Regular Meeting:

The Board of Directors of Centennial Water and Sanitation District met for a regular meeting on Tuesday, December 13, 2016 at 6:30 p.m.

The meeting was called to order by the General Manager.

Roll call was then taken. Upon the call of the roll, the following were present.

Board Members: Jeff Kappes (arrived at 7:00 p.m.), Terri Kershisnik, John Kilrow, Steve Ormiston, and Tim Roberts

A quorum was declared.

Also present:

**STAFF:**

Peter Bong	John Kaufman	Stephanie Stanley
Jeff Case	Randy Myers	
Ryan Edwards	Diana Schorege	

**OTHERS PRESENT:**

Tim Flynn – Collins, Cockrel and Cole  
 Candy Siderius – Mountain States Employer Council  
 ≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**REAFFIRMATION OF DISCLOSURE STATEMENT**

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**PUBLIC COMMENTS**

- No comments

**PRESENTATIONS**

- Mountain States Employer Council - Candy Siderius

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**DISCUSSION ITEMS**

- Chatfield and Plum Creek Service – Jeff Case

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**APPROVAL OF MINUTES**

- Board Meeting – November 28, 2016

**Centennial Water and Sanitation District**

Board of Directors Meeting

Minutes

December 13, 2016

Page Two

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD APPROVE THE MINUTES FROM THE NOVEMBER 28, 2016 BOARD MEETING AS SUBMITTED. Board Member Kilrow seconded the motion. The vote resulted as follows:

Ayes: Board Members Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**APPROVAL OF BUSINESS AGENDA**

- No changes

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CONSENT BUSINESS**

*A single motion may adopt consent business items. Any consent business items may be removed at the request of a director or any elector at the district and heard on its respective place on the agenda.*

CWSD 145

Ratify November 2016 cash and investment transactions (including expenditures)

BOARD MEMBER ORMISTON MOVED THAT THE BOARD APPROVE CONSENT BUSINESS ITEM 145. Board Member Roberts seconded the motion. The vote resulted as follows:

Ayes: Board Members Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**GENERAL BUSINESS**

CWSD 146

Adopt Resolution No. 16-146 to adopt the 2017 budget, appropriate funds for the 2017 budget, approve transfer parameters between internal established funds and approve rates and fees for Extended Service Area (Northern Douglas County Water & Sanitation District and Castle Pines North)

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-146 TO ADOPT THE 2017 BUDGET, APPROPRIATE FUNDS FOR THE 2017 BUDGET, APPROVE TRANSFER PARAMETERS BETWEEN INTERNAL ESTABLISHED FUNDS AND APPROVE RATES AND FEES FOR EXTENDED SERVICE AREA (NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT AND CASTLE PINES NORTH). Board Member Kilrow seconded the motion. The vote resulted as follows:

Ayes: Board Members Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

**Centennial Water and Sanitation District**

Board of Directors Meeting

Minutes

December 13, 2016

Page Three

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CWSD 147**

Adopt Resolution No. 16-147 approval of the 2016 Budget Amendment

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-147 APPROVAL OF THE 2016 BUDGET AMENDMENT. Board Member Roberts seconded the motion. The vote resulted as follows:

Ayes: Board Members Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CWSD 148**

Adopt Resolution No.16-148 to approve rates and as necessary and other changes to Exhibit A of Highlands Ranch Water and Wastewater Agreement for billing periods commencing after December 31, 2016

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-148 TO APPROVE RATES AND AS NECESSARY AND OTHER CHANGES TO EXHIBIT A OF HIGHLANDS RANCH WATER AND WASTEWATER AGREEMENT FOR BILLING PERIODS COMMENCING AFTER DECEMBER 31, 2016. Board Member Kilrow seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershishnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CWSD 149**

Adopt Resolution No. 16-149 approve Restated and Amended Highlands Ranch Special Districts' Employee's Retirement Association Inter-District Agreement, appoint Mr. Steve Miller as a Citizen Representative on the Retirement Board of the Highlands Ranch Special District Employees' Retirement Association to a term expiring December 31, 2020

Board Member Kershishnik requested clarification regarding 2.1.b statement within in the "Restated and Amended Highlands Ranch Special Districts' Employee's Retirement Association Inter-District Agreement." Staff will clarify the intent of this clause and respond to Board Member Kershishnik.

BOARD MEMBER KERSHISNIK MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-149 APPROVE RESTATED AND AMENDED HIGHLANDS RANCH SPECIAL DISTRICTS' EMPLOYEE'S RETIREMENT ASSOCIATION INTER-DISTRICT AGREEMENT (as edited by staff), APPOINT MR. STEVE MILLER AS A CITIZEN REPRESENTATIVE ON THE RETIREMENT BOARD OF THE HIGHLANDS RANCH

**Centennial Water and Sanitation District**

Board of Directors Meeting

Minutes

December 13, 2016

Page Four

SPECIAL DISTRICT EMPLOYEE'S RETIREMENT ASSOCIATION TO A TERM EXPIRING DECEMBER 31, 2020. Board Member Kappes seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

CWSD 150

Adopt Resolution No. 16-150 authorization for the General Manager to relinquish the existing Well D-1 Easement and Well LFH-2 Easement in exchange for property conveyance of Tract N (Highlands Ranch Filing 158) to Centennial

BOARD MEMBER KILROW MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-150 AUTHORIZATION FOR THE GENERAL MANAGER TO RELINQUISH THE EXISTING WELL D-1 EASEMENT AND WELL LFH-2 EASEMENT IN EXCHANGE FOR PROPERTY CONVEYANCE OF TRACT N (HIGHLANDS RANCH FILING 158) TO CENTENNIAL. Board Member Ormiston seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

CWSD 151

Adopt Resolution No. 16-151 approval of an appropriation; award of a construction contract to PCL Construction Inc.; authorize the General Manager to enter into a consulting contract with Carollo Engineers, Inc. for construction administration services for the Zone 4C Pump Station project

Board Member Kilrow requested staff to review the consulting contract with Carollo Engineers, Inc. for the construction administration services and only appropriate sufficient funds, at this time, to allow PCL Construction, Inc. to begin work.

BOARD MEMBER KILROW MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-151 APPROVAL OF AN APPROPRIATION IN A REVISED AMOUNT OF \$8,015,393 (CONSTRUCTION \$7,865,393; CONSULTING SERVICES \$100,000; BUILDING PERMIT \$50,000); AWARD OF A CONSTRUCTION CONTRACT TO PCL CONSTRUCTION INC. IN AN AMOUNT NOT TO EXCEED \$7,665,393; AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONSULTING CONTRACT IN AN AMOUNT NOT TO EXCEED \$100,000 WITH CAROLLO ENGINEERS, INC. FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE ZONE 4C PUMP STATION PROJECT. Board Member Roberts seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

**Centennial Water and Sanitation District**

Board of Directors Meeting

Minutes

December 13, 2016

Page Five

Nays:               None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CWSD 152**

Adopt Resolution No. 16-152 approval of an appropriation; award of a construction contract to Fiore & Sons; authorize the General Manager to enter into a consulting contract with Muller Engineering for construction administration services; authorize the General Manager to enter into a consulting contract with Aztec Consultants for construction staking and surveying services; authorize the General Manager to enter into a consulting contract with A. G. Wassenaar for material testing services for the Zone 4C Transmission Pipeline project.

BOARD MEMBER KILROW MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-152 APPROVAL OF AN APPROPRIATION; AWARD OF A CONSTRUCTION CONTRACT TO FIORE & SONS; AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONSULTING CONTRACT WITH MULLER ENGINEERING FOR CONSTRUCTION ADMINISTRATION SERVICES; AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONSULTING CONTRACT WITH AZTEC CONSULTANTS FOR CONSTRUCTION STAKING AND SURVEYING SERVICES; AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONSULTING CONTRACT WITH A.G. WASSENAAR FOR MATERIAL TESTING SERVICES FOR THE ZONE 4C TRANSMISSION PIPELINE PROJECT. Board Member Kershnik seconded the motion. The vote resulted as follows:

Ayes:               Board Members Kappes, Kershnik, Kilrow, Ormiston, and Roberts

Nays:               None

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**CWSD 153**

Adopt Resolution No. 16-153 approve a request to exclude four properties owned by Centennial Water and Sanitation District from Mirabelle Metro District No. 1.

BOARD MEMBER KAPPES MOVED THAT THE BOARD ADOPT RESOLUTION NO. 16-153 APPROVE A REQUEST TO EXCLUDE FOUR PROPERTIES OWNED BY CENTENNIAL WATER AND SANITATION DISTRICT FROM MIRABELLE METRO DISTRICT NO. 1. Board Member Ormiston seconded the motion. The vote resulted as follows:

Ayes:               Board Members Kappes, Kilrow, Ormiston, and Roberts

Nays:               None

Abstain:           Board Member Kershnik

The motion carried.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈

**Centennial Water and Sanitation District**

Board of Directors Meeting

Minutes

December 13, 2016

Page Six

**Adjourn**

BOARD MEMBER ROBERTS MOVED THAT THE BOARD MEETING ADJOURN. Board Member Ormiston seconded the motion. The vote resulted as follows:

Ayes: Board Members Kappes, Kershisnik, Kilrow, Ormiston, and Roberts

Nays: None

The motion carried, and the meeting was adjourned at 7:42 p.m.

≈ ≈ ≈ ≈ ≈ ≈ ≈ ≈