

# RECORD OF PROCEEDINGS

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## CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

### REGULAR MEETING OF THE BOARD OF DIRECTORS

May 22, 2025

The regular meeting of the Board of Directors of the Cherry Creek Valley Water and Sanitation District was held at the District Office, 2325 S. Wabash Street, Arapahoe County, Colorado, at 6:00 pm on May 22, 2025.

#### **PRESENT**

Mark Lampert – Chairman

Brad Rastall – Vice Chairman

Ken Jensen – Secretary/Treasurer

Frederick Norman – Assistant Secretary/Treasurer

Lisa Glenn – District Manager

John Engel – Assistant Manager

Darryl Farrington – Semple, Farrington, Everall, & Case PC

Eric Hein – Merrick & Company

Chairman Lampert called the regular meeting to order at 6:27 pm. The meeting started late due to a traffic accident nearby and administering Chairman Lampert's Oath of Office and filing it with the Arapahoe County Clerk and the Department of Local Affairs.

The Board unanimously approved the amended agenda adding developer conveyance at the beginning of the meeting.

Manager Glenn said line conveyances for at least four recent developments have not occurred because developers do not wish to fix the deficiencies reported by the District to the developer during warranty walk-throughs. The Board directed staff and legal counsel to research this topic and report on it next month. Letters will be sent to the developments where the lines have not been accepted by the District explaining that the lines are privately owned. The lines can still be conveyed and accepted by the District if the deficiencies noted in the walk-throughs are corrected.

Chairman Lampert pulled the April minutes from the consent agenda. The Board unanimously approved the April 2025 Financial Report and April 2025 Payment of Bills. Chairman Lampert asked that the detail of the well repairs in the April manager's report be reflected in the minutes. The Board unanimously approved the April 24, 2025 minutes as modified.

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON May 22, 2025; CONTINUED

Chairman Lampert opened and closed the meeting for public comment at 6:44 pm since there were no members of the public present.

Mr. Hein presented his engineering report:

#### Developer Projects:

- Arcadia – Multi-family water main construction is complete. Punchlist items will be addressed later. Full-time construction is done.
- 7-Eleven – Reviewed updated utility plans and granted conditional approval for water design to be submitted to Denver Water. The updated sewer plan includes a small private lift station that they will own and operate. They will provide fixture counts for sizing and quoting for water and sewer taps and fees.
- Eloise May Library – Met with the District and library engineer to discuss high level constraints and options for expanding water and sewer mains/services to the library expansion.
- Elcar Pickle Farm – Reviewed the proposed water and sewer utility plan.

#### Capital Improvement Projects:

- 1865 S Quebec Wy and 1210 S Quebec St master meter vault rehabilitation – Arapahoe County provided minor review comments. Comments will be addressed and sent back to the county next week.
- E Evans Ct Water Main Replacement – Bids were due May 20<sup>th</sup>. Bid tabulation and letter of recommendation were provided to the Board. The Board unanimously approved awarding the E Evans Ct Water Main Replacement project to Diaz Construction for \$145,795.
- Syracuse Wy/Valentia Master Meter Vault Rehabilitation – Bids were due May 20<sup>th</sup>. Bid tabulation and letter of recommendation were provided to the Board. The Board unanimously approved awarding the S Syracuse Wy and S Valentia St Vault Rehabilitation to T Lowell Construction for \$360,000.
- Dayton St Sewer from Iowa to Mississippi – GEI is looking for a drilling rig to use for their geotechnical investigation and soil borings.

#### Other Projects:

- 10 Year Capital Improvement Plan – Mr. Hein submitted the plan to the District and the rate study consultant. The plan will require further discussion and refinement.

The Board discussed the Election Report prepared by Mrs. Marsh, who is on vacation: Mark Lampert and Candace Merrell were re-elected and will serve 4-year terms. Comments from customers and the Board to improve the next election were to notify customers of the election with a note on the bill or a bill insert, better

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explain the process of getting on the absentee voter list and provide background on the candidates running. Ms. Glenn noted that the District cannot provide background on candidates without risking a Fair Campaign Practices Act violation.

Mr. Engel presented his Operations Report:

- Meter Reading Upgrade Project – Install contractor UMS is finished. They were out recently to install five large lids that were damaged on installation. We are waiting for delivery of the last half of the odd size meter pits lids District staff will install. New endpoints for the master meter vaults will be installed as time allows.
- Backflow Devices and Testing – Backflow test reports received are 30% complete for 2025 so far. The District needs a 90% compliance rate for CDPHE, but plan to get 100%. Country Club Villas has installed their last two backflow devices and all passed test reports have been submitted to the District.
- Grease and Sand & Oil Interceptors – Grease and sand & oil interceptor inspection reminder notices were sent mid-March with only nine responses. Second notices will be sent next week. Letters to those customers that may require a grease or sand & oil interceptor will also be sent next week.
  - Wabash Marketplace 8400-8450 E Iliff Ave-failed their grease trap inspection. A letter was sent stating fines will be imposed if repairs aren't made by June 1<sup>st</sup>. The work has been completed and inspection passed.
  - Comrade Brewing 7667 E Iliff Ave-installed a 2000-gallon interceptor and passed inspection.
  - Nazar Market 1842 S Parker Rd-waiting on detailed plumbing plans. They plan to acquire the J Noodles space and use the existing grease trap.
  - Mi High Halal Market 7950 E Mississippi Ave-failed their inspection. Their grease trap is insufficient and cannot meet requirements. A letter was sent requiring the installation of a new grease interceptor within 90 days.

Mrs. Glenn presented the Manager's report:

- Construction Projects Worksheets – Currently the project is under budget by \$49,000. UMS had an allowance of \$46,000 for any extra work during installation that was not utilized and \$50,400 of the \$91,200 confined space budget was not used. Additional work to replace the 5/8" yokes and meter domes was done by Diaz Construction.
- Elcar Pickle Farm – This parcel is located at 2155 S Valentia St. They plan to construct pickle ball courts and use the existing well for drinking water. Since they plan to serve 115 people per day, they would be considered a public water

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supplier by the Colorado Department of Public Health and Environment. The regulatory requirements of being a public water system can be overwhelming for a small business. They must hire a certified water operator, install continuous chemical disinfection and perform regular sampling to monitor contaminants. New systems must also complete quarterly rounds of sampling for at least a year for all regulated contaminants which may cost hundreds of dollars per quarter. Bacterial samples must be collected and reported to CDPHE every two weeks. For the protection of public health, the Board has the authority to compel owners of premises located within the boundaries of the district to connect to the district water and sewer system if they are within 400 feet of the district water and sewer mains per CRS 32-1-1006 (1)(a)(I). This parcel falls into this category. The Board agreed that a letter will be sent to the owners directing them to connect to the District's water supply for drinking water. They can be permitted to use the well for irrigation purposes if they choose.

- Cherry Tree Estates – After discussing manifolded sewer service lines to buildings at Cherry Tree Estates, the Board, district staff, and legal counsel determined the District's Rules and Regulations should be modified to better describe its policies on manifolded water and sewer service lines. Mr. Farrington will prepare drafts for next month.
- Rate Study – District staff provided information to RG and Associates for the rate study and Mr. Hein provided the 10-year capital improvement plan, which may be refined.
- Denver Water Billing Issues – Denver Water has approved the credit of about \$110,000 for their use of water through the District while they performed work on an 84" conduit over the winter. The credit covers usage for February 2025. The credit should be on the May bill for April 2025 usage. That bill has not been received yet.
- 2673 Lima St – Demolition is complete. Xcel is updating the Phase 1 environmental site assessment. The closing date is set for June 12, 2025. The Board unanimously approved and signed a resolution that authorizes Manager Glenn to sign the deed and closing documents for the sale. The Board and legal counsel would like to review the closing documents before the sale.
- Investments – The Board authorized Manager Glenn to transfer funds from the operating account to the money market account.
- Staff Working Hours – District staff have been working from 7 am to 3:30 pm since May 5<sup>th</sup>. There have not been any complaints from customers, vendors, or contractors about the new hours.
- Education Expense Reimbursement for Office Staff – Mr. Farrington provided an education agreement that added that the degree or education be from an

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accredited institution and the request must be approved by the District Manager and targets maintaining, improving, or expanding skills used in the employee's current role or related to future career growth with the District. The Board approved the agreement except to change the language from five years to three years of service.

- Operator Agreement Addendum Draft – An addendum to the operator agreement was drafted to clarify that the agreement is not a contract. The Board approved the addendum.

Director Merrell's absence was excused.

There being no further business, the Board unanimously voted to adjourn at 8:35 pm.

READ AND APPROVED \_\_\_\_\_ DATED \_\_\_\_\_