

## RECORD OF PROCEEDINGS

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### CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

#### REGULAR MEETING OF THE BOARD OF DIRECTORS

April 25, 2024

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 April 25, 2024.

#### **PRESENT**

Mark Lampert – Chairman  
Brad Rastall – Vice Chairman  
Ken Jensen – Secretary/Treasurer  
Candace Merrell – Director  
Lisa Glenn – District Manager  
John Engel – Assistant Manager  
Elizabeth Marsh – Office Assistant  
Darryl Farrington – Semple, Farrington, Everall & Case PC  
Eric Hein – Merrick & Company

Chairman Lampert called the regular meeting to order at 6:05 pm.

The Board unanimously excused Asst Secretary/Treasurer Norman.

The Board unanimously approved the agenda.

The Board unanimously approved the consent agenda consisting of the March 28, 2024 regular minutes, the March 2024 financial report, and March 2024 payment of bills.

Chairman Lampert opened and closed the meeting for public comment at 6:09 pm since there were no members of the public present.

Mr. Hein presented his engineering report:

- Developer Projects

Arcadia Development: The contractor is currently working on sanitary sewer. Next week they will start on the sewer installation in Clinton St. A section of Clinton will be closed between Florida Ave and Mississippi Ave.

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON APRIL 25, 2024; CONTINUED

1140-1160 Quebec Way: Met with the developer to discuss utility layout and high-level requirements for water and sewer design for a 20-unit townhome development.

- Capital Improvement Projects
  - Evans Court Waterline Replacement: Fire hydrant easement has been obtained and recorded. Merrick will submit plans to Denver Water next week.
  - Valentia Sewer CIPP: The sewer pipe lining is complete and CCTV videos have been reviewed. Discussing plan to upgrade/improve 3 existing manholes prior to proceeding with manhole protective lining installation.
  - Dayton St Sewer Florida to Mississippi: Merrick has requested a scope and quote from a surveying company to begin the design of the replacement/upsized sewer lines in Dayton St between Iowa and Mississippi.
- Miscellaneous Activities
  - Grease Interceptor Language: The language for the Grease Interceptor program has been revised and the Board unanimously approved the updated language for sections 9A and 9C of the Rules and Regulations.

Mr. Farrington presented the Emergency Contractor Contracts:

- Emergency Contractor Contracts have been drawn up for C&L Water Solutions and Diaz Construction Group which include a performance standard requiring response on-site within a defined time period if the contractor accepts the emergency call. The Board gave consent for the District to move forward with these contracts.

Mrs. Glenn presented the Manager's report:

- Fee Changes for Next Month
- Hydrant reading Late Fees: Contractors are not submitting hydrant readings on time each month. Mrs. Malveaux must contact them multiple times to receive readings. The current late read fee is \$50, a higher dollar amount should encourage contractors to submit reads on time.
- Commercial Sewer Tap Fees: Currently the district calculates commercial sewer tap fees by the amount of fixture units, requesting the commercial sewer tap fees be revised to a fixed rate based on water tap size.
- The notice of a possible fee increase for late hydrant readings and commercial tap fees was posted to the website March 29, 2024.
- Water Main Break E Colorado Ave – Paving was completed on April 12th for the water main break that occurred March 22, 2024.
- Parker and Warren Water Main Break – Mrs. Glenn and Mr. Engel attended a meeting

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with the City of Aurora and C&L Water Solutions to discuss the invoice submitted to Aurora. The City of Aurora provided the District staff with a contact person to discuss moving the storm sewer that is located on top of the District's water main. Mrs. Glenn and Mr. Engel will arrange for a meeting after the City of Aurora has paid their portion of the invoice.

- Construction Projects Worksheet – Mrs. Glenn updated this spreadsheet for the Board. Updates were also presented during the engineering report. The Board unanimously approved moving forward with cellular Badger Meter reading project that is included in the 2024 budget.
- 2673 S Lima St – The property valuation has been completed by CBRE. 2673 S Lima St is valued at \$30,000. The District will contact Xcel to inquire if they will accept the valuation and move forward with the purchase.
- 2401 S Wabash St Yard – Mr. Engel received bids to cover the dirt area with straw matting and to fence the area for an inventory yard. Both bids for matting were just over \$4,200. Mr. Engel recommended covering with asphalt millings.
- District Trucks – Mr. Engel has received an offer for the 2019 Ford F550 through Govdeals for \$72,000. The vehicle has been determined to be too heavy, difficult to service, and very poor fuel economy. Mr. Engel is currently researching the purchase of a diesel GMC 2500. The Board gave consent to continue the process for sale and acquisition of a new truck.
- Board Member Stipend – A poll from other districts has been completed finding the majority of Districts utilize W-2's for board members. The District will transition to W-2's for board members effective January 2025.
- New Employee – Office Assistant Elizabeth Marsh was hired and is a great help to Mrs. Glenn. Offers were made for a Maintenance Technician and Maintenance Supervisor. The new Maintenance Technician will start on Monday April 29<sup>th</sup>.
- Nazar Market Grease Trap –Nazar Market will be notified of the approved new Grease Interceptor rules and regulations so they may begin their grease trap installation.
- Zam Zam International Market Grease Trap – Mr. Engel verified the grease trap has not been connected to the internal plumbing. The fine imposed for March 2024 was \$3,500.00. They do not have a permit from the County yet.
- Country Club and Villas Usage – Same as last month. Mr. Poznanovic should be able to provide Mr. Farrington with the information for his report for next month.
- Website Compliance – District staff are evaluating the best way to meet the website compliance rules that take effect July 1, 2024. Mrs. Marsh has attended a seminar regarding the new legislation and has spoken with Streamline, a company that assists in website compliance. District staff is looking into applying for a grant for a PDF/Word remediation tool from SIPA Colorado. District staff are considering options and assessing

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- if the website can be brought to compliance internally.
- Water Supply Planning Open House – The presentation was focused on water conservation and native plants. Questions were presented to the public regarding options the county is considering for water conservation to poll public opinion.
- 8501 E Iliff Ave Building Future Plans – The Board will discuss options for former office building usage in next month’s board meeting.

A special meeting may need to be set up in a couple of weeks for personnel issues.

There being no further business, the Board unanimously voted to adjourn at 8:00 pm.

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