

# RECORD OF PROCEEDINGS

---

## CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT

### REGULAR MEETING OF THE BOARD OF DIRECTORS

February 27, 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 February 27, 2025.

#### **PRESENT**

Mark Lampert – Chairman  
Ken Jensen – Secretary/Treasurer  
Frederick Norman – Assistant Secretary/Treasurer  
Candace Merrell – Director  
Lisa Glenn – District Manager  
John Engel – Assistant Manager  
Elizabeth Marsh – Office Manager  
Darryl Farrington – Semple, Farrington, Everall & Case PC  
Eric Hein – Merrick & Company  
Marc Solomon – Candidate for May 2025 District Board Election

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

The Board unanimously approved the agenda.

The Board unanimously excused Vice Chairman Brad Rastall.

The public comment period was opened at 6:07 pm. Board Candidate Marc Solomon was present. Chairman Lampert welcomed him to the meeting and asked him if he would like to tell us about himself and say anything he would like. Mr. Solomon said he thought he had been in the District for about fifteen years. He said he is on Uinta down the street from prior Board member Will MacPhee. He also said he is a CFO of a technology company, has done a lot of aerospace work in the past, and has been a rocket scientist. He said he lives in a great neighborhood, this is a great District, and was happy to be here. Chairman Lampert thanked him for being here and wished him good luck on the election. Next Tuesday is the lot drawing for the order of the names on the ballot. There were no other members of the public present; therefore, the public comment period was closed at 6:08 pm.

## RECORD OF PROCEEDINGS

---

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON February 27, 2025; CONTINUED

The Board unanimously approved the consent agenda consisting of the January 23, 2025 regular minutes, the January 2025 Financial Report, and the January 2025 Payment of Bills.

Mr. Hein presented his engineering report:

#### Developer Projects:

- Arcadia - The single-family portion of Arcadia is complete. The final fire hydrant was installed last week. The punchlist for both sides of the development will occur concurrently when ready. Sewer for the multi-family side is essentially complete. Repairs are being made for part of the sewer main failing the leak test. Water main construction will likely start next week.
- Quebec Way Townhomes – Located on S Quebec Wy adjacent to the back entrance of the former Galilee Church. Initial review of water and sewer plans complete. Twenty townhome units will replace two single-family homes.
- Trailside Townhomes – Located on southeast corner of Harvard and Syracuse adjacent to the High Line Canal. Completed initial water and sanitary plan review. Eighteen townhome units will replace three single-family homes.

#### Capital Improvement Projects:

- 1865 S Quebec Wy and 1210 S Quebec St master meter vault rehabilitation – Site visit on February 24<sup>th</sup> to take photos and measurements to kick off design.
- E Evans Ct Water Main Replacement – Design is approved. Finalizing bid documents for February bid and May 2025 construction.
- Syracuse Wy/Valentia Meter Vault Rehabilitation - Design is approved. Finalizing bid documents for February bid and June 2025 construction.
- Dayton St Sewer from Iowa to Mississippi – Requesting proposal from subconsultant firm to perform a geotechnical investigation and report on feasibility and recommendations for open cut trenching/shoring and pipe bursting methods of upsizing the sewer main based on geology and soil types in this area.

#### Other Projects:

- 10 Year Capital Improvement Plan – No progress this last month. Developing plan with mapping and budgetary costs. Will be used for the rate study.
- Rate Study – Preparing request for proposal for qualified firm to analyze water and sewer rates and system development fees for the District. Issue RFP in February, submissions received in March, award at March Board meeting, April to July Rate Study performed, and presentation to the Board in August 2025. The rate study will be used for rate setting in 2026. The Board reviewed the rate study RFP and made the consensus to proceed.

## RECORD OF PROCEEDINGS

---

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON February 27, 2025; CONTINUED

- Risk and Resilience Assessment is due to the EPA June 30, 2026 and Emergency Response Plan by December 31, 2026. Work will progress throughout 2025 and early 2026.

Mrs. Glenn presented the Manager's report with key topics presented by Mr. Engel and Mrs. Marsh:

- Construction Projects Worksheets – No projects currently in progress. The spreadsheet has not changed since last month.
- Election Update – Office Manager Mrs. Marsh relayed information about the election to the Board. February 28 is the last day to submit self-nomination forms, March 3 is the last day for write-in candidates. A printer was found, but it was very difficult to find one. Other Districts print their own ballots and envelopes, which we may do in the future. Tuesday, March 4 at 5:00 pm at the District office, is the lot drawing to determine the order of the candidates on the ballot. Candidates are not required to attend. The DEO certifies the ballot on March 7<sup>th</sup>. UOCAVA ballots are sent by March 21<sup>st</sup>. Ballots are mailed to absentee voters between April 14<sup>th</sup> and April 21<sup>st</sup>. Any registered voter in the District can request an absentee ballot. Otherwise, voters can vote on Election Day (May 6<sup>th</sup>) at the District office from 7:00 am to 7:00 pm. The DEO must find two election judges to run the polling place election on election day and count the ballots after 7:00 pm. Mrs. Marsh will research if Board members not running can be election judges.
- 2025 Board Meeting Schedule – The Board unanimously approved changing the December Board meeting from the 19<sup>th</sup> to the 18<sup>th</sup> to save money on the Holiday Party.
- Investment Update – Secretary/Treasurer Jenson and Manager Glenn met with Bernstein to discuss District investments rate of return. Rate of return has been between 2.9% and 4.8% from 2015 to 2024. The lowest percentage of 2.9% was earned in 2021, right after the pandemic started. Average investment income for those ten years averaged 3.89%. The Board unanimously approved the revised Investment Policy.
- Meter Reading System Upgrade – Installations started January 10, 2025. It appears the installation company UMS is doing a good job. They are about half-way through the project. The only problem with the project this week is that the ending meter reads on the old devices for the larger meters have been entered with an extra digit. Each reading is being reviewed and corrected, if necessary.
- Denver Water Billing Issues – Denver Water was repairing an 84-inch conduit, and while that work was being performed, water was being fed to areas of Denver through our District. The water comes in at the master meter on

## RECORD OF PROCEEDINGS

---

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CHERRY CREEK VALLEY WATER AND SANITATION DISTRICT ON February 27, 2025; CONTINUED

Yosemite and exits the District at Dayton and Mississippi. The water entering the District registers on the master meter readings, but the water leaving the District must be subtracted from the incoming water. It appears that the readings on the water leaving the District was recording low usage. After their conduit repairs were made, Denver Water was out to shut down the interconnect at Dayton & Mississippi on February 10<sup>th</sup>. On February 19<sup>th</sup>, Denver Water replaced the element and impeller on the meter. The element was cracked and the impeller missing, which caused the low readings of water leaving the District. District staff has requested credit to be issued on the Denver Water bill for water they ran through the District.

- Country Club Villas Backflow Devices – Assistant Manager Engel reported the complex has installed one backflow device on one of the four two-inch water service lines. They will install the other three devices about every two weeks, then test all the devices at the same time.
- Grease Traps – Assistant Manager Engel reported that Comrade Brewery at Iliff & Quebec is waiting for quotes from other contractors since the newest quote they received was very high. Meta Burger at Parker & Mississippi has an existing grease trap which is of sufficient size. A dye test will be done to make sure flow goes to the existing grease trap. Gyros & Kabobs at Parker & Florida has installed a grease trap. Nazar Market at Parker & Beeler has their plans in review with Arapahoe County.
- 2673 S Lima St – Asbestos abatement is underway this week. The Board unanimously approved the revised purchase agreement and authorized Manager Glenn to sign the agreement with Xcel Energy.
- As Built Requirements – The District has required developers and contractors to submit as-built drawings on mylar. This is a practice that is no longer used by any District we know of. The Board unanimously approved requiring electronic as-builts, or record drawings, to be submitted in electronic format by Adobe PDF and AutoCad DWG. The District’s Rules and Regulations will be changed to reflect this new requirement.
- County Club Agreement Memos – This item was on the agenda, but water attorney Matt Poznanovic requested more time to add some information to the memo he prepared.

There being no further business, the Board unanimously voted to adjourn at 7:27 pm.

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