

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
HAVANA WATER AND SANITATION DISTRICT
HELD
September 19, 2018

A regular meeting of the Board of Directors of the Havana Water and Sanitation District was duly held on Wednesday, September 19, 2018, at 5:00 p.m., at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, Colorado. The meeting was open to the public.

Attendance

Board members in attendance:

Howard Buchalter
Bernard F. Gehris
Richard G. Keene

Also in attendance:

Matt Urkoski, Wendi McLaughlin & Brandy Rodriguez; CliftonLarsonAllen LLP
Tamara Seaver; Icenogle Seaver Pogue, P.C.
Greg Sekera; Kennedy Jenks Consultants
Margaret Piccinelli; Resident
Dan Marks; Resident

**Call to Order/
Agenda**

Director Buchalter called the meeting to order at 5:00 p.m.

Upon a motion duly made by Director Keene, seconded by Director Gehris and, upon vote, unanimously carried, the Board approved the September 19th, 2018 agenda, as presented.

**Public
Comments**

Ms. Piccinelli inquired as to the status of the cell tower updates. This item was discussed during agenda item 9c.

**Consider
Appointment
Of Dan Marks
To the Board
Of Directors**

Following discussion, upon a motion duly made by Director Buchalter, seconded by Director Gehris and, upon vote, unanimously carried, the Board appointed Mr. Dan Marks to the Havana W&SD Board of Directors.

**Administer Oath
Of Office to
Mr. Marks**

Ms. Rodriguez administered the oath of office to Mr. Dan Marks, and excused herself from the remainder of the meeting.

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**Review and
Approve
Minutes**

Upon a motion duly made by Director Gehris, seconded by Director Buchalter and, upon a vote of three in favor, none opposed, with Director Marks abstaining, the Board approved the July 18th, 2018 regular meeting minutes, as presented.

Legal Matters

- A. Consider Approval of Resolution Certifying Delinquent Accounts to the Arapahoe County Treasurer Pursuant to Section 32-1-1101(1)(e), C.R.S.

Ms. Seaver reviewed the resolution with the Board.

Following discussion, upon a motion duly made by Director Keene, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved the resolution certifying delinquent accounts, effective as of November 1, 2018 and delegating authority to Mr. Urkoski and Ms. Seaver to attach the final list of delinquent accounts as of November 1, 2018.

- B. Other

None.

**Administrative
Matters**

- A. Manager's Report

Mr. Urkoski reported that the 2019 Draft Budget will be emailed to the Board by October 15th, 2018.

- B. Other

None.

**Financial
Matters**

- A. Review and Consider Ratifying Approval of Interim Checks

Upon a motion duly made by Director Keene, seconded by Director Buchalter and, upon vote, unanimously carried, the Board ratified approval of the interim checks, as presented.

- B. Review and Consider Approval of Current Claims

Upon a motion duly made by Director Keene, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved the current claims, as presented.

- C. Review and Accept Unaudited Financial Statements as of July 31, 2018

Upon a motion duly made by Director Gehris, seconded by Director Buchalter and, upon vote, unanimously carried, the Board accepted the

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unaudited financial statements as of July 31, 2018, as presented.

D. Other

None.

**Engineering
Matters**

A. Update on Projects / Engineer Report

Mr. Sekera provided an engineering update to the Board. Mr. Sekera noted that the District's UNCC Membership has been upgraded to Tier 1 per the legislation, for no additional charges until 2021. He also stated that electrical issues at the main lift station reported in July have been resolved.

B. GIS Pricing and Implementation Discussion

Mr. Sekera reported he will provide an estimated cost at the November Board meeting.

C. AT&T Cell Tower Site Update

Mr. Sekera provided a Cell Tower Site update to the Board, noting that he has reviewed the current plans. He noted the need to switch out 3 antennas for larger sizes, to add a power cabinet inside and to drill two more conduits.

Director Buchalter noted the need for more branches to cover the tower per the drawings showing more foliage. Ms. Seaver stated that these changes will require a 6th amendment to the agreement. No action was taken at this time.

Ms. Piccenelli stated that the lift station looked better since being mowed.

D. Other

Mr. Sekera noted that mowing will occur twice annually.

**Board Member
Matters**

A. Other

None.

Other Business

A. Confirm Quorum for the Wednesday, November 21st, 2018 Budget Meeting.

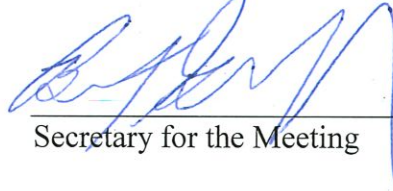
The Board instructed CliftonLarsonAllen to move the November Board meeting to November 14th, 2018.

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Adjournment

There being no further business to come before the Board, the meeting was adjourned at 5:38 p.m.

Respectfully submitted,



Secretary for the Meeting