
RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE ARAPAHOE COUNTY WATER AND WASTEWATER AUTHORITY**

HELD: April 8, 2020

13031 E. Caley Ave.
Centennial, CO 80111

ATTENDANCE:

Present via Zoom Video Conferencing were Directors: Doyle Tinkey, Geri Santos-Rach, Nancy Sharpe, Jeff Baker, Tom Wood, and Brad Cromer. Also in attendance via Zoom Video Conferencing were Steve Witter, Emily Lowell, Tony Campbell, Kevin McBrien, Allison Linger, Patty Pratt, Sandor Rebek, Savana Dumler, and Legal Counsel Ron Fano and Lisa Mayers. The guests in attendance via Zoom Video Conferencing were Alan Leak, of Respec; Matt Marino and Max Haberkorn, of Rubin Brown.

CALL TO ORDER:

Director Tinkey called the video conference meeting to order at 9:07 a.m. The Pledge of Allegiance was recited.

Attorney Ron Fano stated that because this meeting was taking place via video conferencing, all voting would need to be done by rollcall, as reflected in the Resolution providing for virtual/electronic meetings included as part of the Consent Agenda.

ADOPTION OF THE AGENDA:

Director Santos-Rach moved to adopt the Agenda as presented. The motion was seconded by Director Tinkey and passed 6 to 0, as follows:

Doyle Tinkey – Yes
Tom Wood – Yes
Nancy Sharpe – Yes
Jeff Baker – Yes
Geri Santos-Rach – Yes
Brad Cromer – Yes

PUBLIC FORUM

No one came forward to address the Board.

CONSENT AGENDA:

Director Tinkey made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Santos-Rach and passed 6 to 0, as follows:

Doyle Tinkey – Yes
Tom Wood – Yes
Nancy Sharpe – Yes
Jeff Baker – Yes
Geri Santos-Rach – Yes
Brad Cromer – Yes

The Consent Agenda consisted of the following:

1. Request for Approval of Minutes of the Board of Directors of the Arapahoe County Water and Wastewater Authority - from March 11, 2020
2. Request for Approval of Payment Register
3. Request for Approval to Amend Resolution 2019-04 of the Board of Directors of the Arapahoe County Water and Wastewater Authority Concerning Online Notice of Public Meetings.
4. Request for Approval of Resolution 2020-01 Of the Board of Directors of the Arapahoe County Water and Wastewater Authority Providing for Virtual/Electronic Meetings During Events of a Declared Emergency

GENERAL BUSINESS ACTION ITEMS

ITEM No. 5 – Discussion and Possible Action Regarding the 2019 Audited Financial Statements

Mr. Witter gave a brief explanation regarding the 2019 Audited Financial Statements and then introduced Matt Marino and Max Haberkorn, of Rubin Brown. Mr. Marino then gave an in-depth presentation of the Viewpoints, which include the required auditor communications as well as auditor observations and recommendations. After that Mr. Haberkorn gave a high-level review of the actual financial statements. After a brief discussion, Director Cromer thanked the auditors and staff for their hard work and efficiency in getting this accomplished. Director Cromer then made a motion to approve the 2019 Audited Financial Statements, the motion was seconded by Director Sharpe and passed 6 to 0 as follows:

Doyle Tinkey – Yes
Tom Wood – Yes
Nancy Sharpe – Yes
Jeff Baker – Yes
Geri Santos-Rach – Yes
Brad Cromer – Yes

ITEM No. 6 – Discussion Regarding Impacts to ACWWA Related to COVID-19

Mr. Witter shared how staff has prepared and responded to the COVID-19 (Coronavirus), including the affect on capital improvement projects, ACWWA finances and human resource matters. Attorney Ron Fano spoke specifically about the Purchase and Sale Agreement with the Town of Castle Rock. Staff responded to a few questions from the Board. Director Tinkey made a motion to approve the Town of Castle Rock’s request to put a ninety (90) day pause on the due diligence period for the Purchase and Sale Agreement, subject to final review by the General Manager and legal counsel. The Motion was seconded by Director Sharpe and passed 6 to 0 as follows:

- Doyle Tinkey – Yes
- Tom Wood – Yes
- Nancy Sharpe – Yes
- Jeff Baker – Yes
- Geri Santos-Rach – Yes
- Brad Cromer – Yes

There was a brief discussion regarding how and why ACWWA might declare a State of Local Disaster. After a brief discussion, the Board indicated that declaring a State of Local Disaster is not necessary at this time but directed staff to keep track of all expenses associated with ACWWA’s response to the COVID-19 pandemic. The Board thanked staff for being so well prepared.

ITEM No. 7 – Discussion Regarding Summer 2020 Water Supply

Mr. Rebek reported on the projections for summer 2020 water demand and specifically how the timing of the reconversion of the Joint Water Purification Plant might affect water supplies. Mr. Rebek reported that staff is confident that ACWWA’s diverse portfolio of water supply sources will meet the projected demands of summer 2020.

ITEM No. 8 – General Manager’s Report to the Board of Directors

Mr. Witter gave another brief report on how staff has responded to the COVID-19 crisis. Mr. Witter also reported that Centennial’s State of the City Luncheon had been postponed and when it is rescheduled, staff will let the Board know.

Ms. Lowell reported on a successful meeting staff had with representatives of the Grandview Estates HOA as it relates to the construction project at Chambers Reservoir.

Ms. Lowell gave a brief update on the status of the reconversion of the JWPP.

ITEM No. 9 – Committee Updates – No report necessary at this time.

ITEM No. 10 – Staff Updates

- A. Development Report – No report necessary at this time.
- B. Monthly Financial Statements – No report necessary at this time.
- C. Legal Report – Mr. Fano reported he had nothing more to report that had not already been mentioned, but that he is staying on top of all legal developments related to COVID-19 and will be in contact with the General Manager if anything changes.

ITEM No. 11 – Informational Updates

- A. Water Informational Dashboard – No report necessary at this time.
- B. Customer Service and Website Activity – No report necessary at this time.
- C. Investments – No report necessary at this time.
- D. Billing Activities – No report necessary at this time.

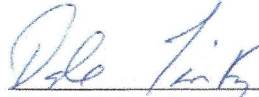
ADJOURNMENT

At 10:19 a.m. Director Santos-Rach made a motion to adjourn the meeting. The motion was seconded by Director Tinkey and passed 6 to 0, as follows:

Doyle Tinkey – Yes
Tom Wood – Yes
Nancy Sharpe – Yes
Jeff Baker – Yes
Geri Santos-Rach – Yes
Brad Cromer – Yes

Approved: _____ 5-13- _____ 2020.

ARAPAHOE COUNTY WATER AND
WASTEWATER AUTHORITY



Doyle Tinkey, President

ATTEST:



Geri Santos-Rach, Secretary