

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting Special Meeting
Minutes
April 17, 2023
4:00 PM @ Firestone Town Hall

A special meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday, April 17, 2023, at 4:00 P.M. in the Firestone Town Hall located at 9950 Park Avenue, Firestone, Colorado. Any Director or consultant who was unable to physically attend the meeting could attend virtually.

The following Directors were in attendance, to-wit:

Julie Svaldi (2023)	President	Present
Julie Pasillas (2024)	Vice-President	Present
Dave Lindsay (2024)	Secretary	Present
James Walker (2025)	Board Member	Present
Don Conyac (2025)	Treasurer	Present

Also, in attendance was Amber Kauffman (Little Thompson Water District), Rusti Roberto (Town of Firestone) and Brett Gracely (LRE Water). Wayne Ramey (Ramey Environmental) and Tim Flynn (Collins Cole Flynn Winn Ulmer) attended via Zoom.

A member of the public who is identified as Bobby Mathews also was present for the meeting.

Agenda Item 1:

A quorum having been established, the meeting was called to order by the Authority's President, Julie Svaldi.

Agenda Item 2:

Director Svaldi referred the Board to the meeting minutes for the March 13, 2023 regular meeting.

Motion to approve the minutes was made by Director Pasillas, Second by Director Conyac. Motion passed unanimously by voice vote.

Agenda Item 3:

Bobby Matthews, a member of the Public was present, but had no public comments.

Agenda Item 4a:

Director Lindsay directed the board to the packet to the summary of current bills that were submitted for payment since the last meeting.

Director Svaldi questioned why the Comcast bill was so low, and Director Lindsay explained that the billings and payments had overlapped, and the Authority actually paid ahead.

Director Conyac also questioned why the Black Hills Energy bill was so low. Director Lindsay explained he noted that as well and would contact Black Hills Energy. He will follow up with the Authority at the next meeting.

Motion to approve the payment of bills was made by Director Lindsay, Second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Jim Walker	X		
Don Conyac	X		
Julie Pasillas	X		
Julie Svaldi	X		
Dave Lindsay	X		

Motion was passed unanimously.

Agenda Item 4b:

Director Lindsay directed the board to the packet to see the current balance sheet and current profit-loss statement.

Director Lindsay explained that the Treatment Plant will be up and operating very soon. He also explained that he created a sample invoice, and sent it to Jessica Clanton, Finance Director for the Town of Firestone for review. This will allow the Authority to send out invoices to the Members.

There was discussion between the board regarding the net operating income on the profit and loss statement, showing a negative balance. The concern was to make sure there was enough money in the bank to cover bills. Director Conyac explained that he would follow up with Jessica Clanton for an explanation and a budget to actual comparison.

Motion to approve acceptance of financials, pending explanation of the net operating income as a negative balance was made by Director Lindsay and Second by Director Pasillas.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Julie Pasillas	X		
Dave Lindsay	X		
Don Conyac	X		
Julie Svaldi	X		
Jim Walker	X		

Motion was passed unanimously.

Agenda Item 4c:

Director Lindsay directed the board to Resolution 2023-04 in the packet which includes the IGA for the Colorado Special Districts Property and Liability Pool. He explained that the Authority would need to approve Resolution 2023-04 to become a member of the Pool for the Authority to obtain insurance.

Tim Flynn, the Authority’s legal counsel, explained to the board that by signing the IGA, the Authority can pay insurance premiums through the Pool. He explained that this insurance is not through a regular insurance company, but through a pool of members, and that this IGA does govern how the Authority would be members of the Pool. He further explained that anything the Authority does that may increase the Pool’s liability, the Authority would need to report it back to the Pool.

Motion to approve Resolution 2023-04 was made by Director Svaldi, Second by Director Pasillas.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Dave Lindsay	X		
Julie Svaldi	X		
Jim Walker	X		
Don Conyac	X		
Julie Pasillas	X		

Agenda Item 5a:

Director Svaldi provided the board with an update regarding the website. She explained that her and Frank Jimenez were meeting with Streamline, website development and hosting company, to start building the Authority’s website. She had provided a link to the company’s site so that the Board could see a demonstration of their websites but the internet connection was not stable so the Board did not get to see the demo.

Director Svaldi explained to the board that within the demo there was a pricing sheet. She also explained that Streamline does have data retention capabilities, and Streamline stays up to date with rules and regulations, and compliance with the State and upcoming government requirements.

Further discussion among the board included questions of what is to be stored on the website as well as retention costs. Director Svaldi mentioned that support options are available at any time. She also said would ask these questions to Streamline when she met with them to start building the website and report back to the board at the next meeting.

Agenda Item 6a:

Wayne Ramey provided the Board with a report (handout) of their activities since the last meeting. He spent a few minutes reviewing some of the highlights. There were no questions from the Board.

Agenda Item 6b:

The work at the water plant was completed sufficiently for the contractor to perform a 3-day test at the plant’s current maximum capacity. There were a few issues that the test revealed that the contractor would need to correct, and we expect that a shorter follow up test would need to be performed once that those items are fixed. The contractor has been given a punch list of items to be completed so that Substantial Completion can be achieved. There are other punch list

items and some additional site work that need to be completed prior to the work being fully completed, but the Authority intends to be making water this month.

Agenda Item 6c:

The RFP for Financial Auditing Services was sent out to 6 firms on April 7. Proposals will be submitted on May 5.

Agenda Item 7a:

Next Meeting will be May 8, 2023 at Firestone Town Hall, starting at 4:00 PM

Agenda Item 8:

Director Lindsay mentioned that anyone who would like a tour of the Treatment Facility to let him know.

It was decided that May 8, 2023 at 2:00 PM a tour of the Treatment Plant would take place right before the meeting. It was also mentioned that this is still considered a construction zone and that hard hats must be worn.

Agenda Item 9:

Motion to adjourn made by Director Conyac, Second by Director Pasillas. Motion passed unanimously by voice vote.