



**AGENDA  
FOR THE BOARD OF DIRECTORS  
OF THE SOUTH ADAMS COUNTY WATER AND SANITATION DISTRICT  
FEBRUARY 10, 2016  
REGULAR MEETING AT 7:00 P.M.**

- I. Call to Order & Pledge of Allegiance**
- II. Ratification of Disclosures of Potential Conflicts of Interest**
- III. Approval of Minutes – Regular Meeting held January 13, 2016**
- IV. Public Comments**
- V. Monthly Reports and Recommendations**
  - 1. Kipp Scott – Water System Manager’s Status Report**
    1. Horizontal Collection Well
  - 2. J-M Grebenc - Wastewater Manager’s Status Report**
    1. Wastewater Treatment Plant General Update  
**Board Action: Discussion after Burns and McDonnell presentation**
    2. Biological Nutrient Removal Construction Project
  - 3. Abel Moreno - Distribution & Collections Manager’s Status Report**
    1. Meter Retrofit – Meter Purchase
    2. District Wide Facilities Study – Klein WTF Engineering Study Amendment  
**Board Action: Award a contract amendment to Diversified Consulting Solutions, Inc. (DCS) in an amount not to exceed \$85,000, for a total facilities study amount not to exceed \$163,885 for conducting and analyzing the District’s facilities’ needs.**
    3. Other new developments under review
  - 4. Blair Corning – Environmental Manager’s Status Report**
    1. Sand Creek – Second Creek Regional Master Plan
    2. Emergency Response Training
  - 5. Byron Jefferson – Administrative Services Manager’s Status Report**
    1. Financial Statements – December 31, 2015
    2. Multi-Family ERU Analysis
    3. Customer Deposits  
**Board Action: Direct staff to continue with the practice to not collect deposits or explore further the implementation of collecting customer deposits when they open an account.**
    4. Miscellaneous Reports

**6. Carolyn Steffl – Legal Report**

1. Statements of Opposition

**Board Action: Approve Filing Statements of Opposition in Case Nos. 15CW3170, 15CW3176 and 15CW3178**

**7. Jim Jones – District Manager’s Report**

1. Human Resources Report
2. City of Brighton
3. Phase 4 Water Development

**Board Action: Staff will ask the Board to provide direction on how we want to move forward in regards to Phase 4 planning and implementation.**

4. Request for Proposal for General Counsel

**Board Action: Consider the approval of the form of the RFP and direct staff to advertise and post the RFP.**

5. Alternate Agenda

**Board Action: Provide direction to staff regarding the draft agenda and the implementation and utilization of such an Agenda and Board Packet.**

6. 2016 Election

7. Metro Board Participation

**VI. Executive Sessions (if needed):**

**Board Action – Executive session pursuant to C.R.S. § 24 6 402(4)(b) and (4)(e) for conference with an attorney for the District for the purpose of receiving legal advice of specific legal questions and to determine positions relative to matters that may be subject to negotiations, to develop a strategy for negotiating, and to instruct negotiators regarding Phase 4 water development and sale of Phase 4 ERUs.**

**VII. Approval of Bill Payment Process**

**Consent Agenda Items**

- **Authorize Pay Application #16 to Glacier Construction in the amount of \$274,894.43 for Biological Nutrient Removal Construction.**
- **Authorize the purchase of 2,900 electronic read water meters at a cost of \$213.50 per unit in the amount of \$619,150.**

**Board Comments**

**Adjourn**