



**SPECIAL MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday 9:00 a.m.

May 19, 2016

Called to order at 9:08 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District Wastewater Treatment Plant located at 2705 SW Frontage Road, Fort Collins, CO 80524. Mr. Dennis Gatlin acting as the Chair, with Ms. Karen Reynolds, acting as the Secretary, called the meeting to order.

Prior notice of the meeting was given in accord with §32-1-903 CRS.

1. Roll Call:

Directors Present: Mr. Dennis Gatlin, Chair
Mr. Andy Chismar, Vice Chair
Mr. Bob Deitrick

Directors Absent: Mr. John Giuliano
Mr. Ray Piira, Treasurer

Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board

Ms. Sue Lowe, Administrative Coordinator, out at 11:44

Mr. Dave Lewis, Chief ORC, out at 11:44

Mr. Noah Allison, Operations & Maint. Mgr., out at 11:44

District Counsel: Mr. Rick Zier

Public: Mr. Brian Zick, PE, Farnsworth Group, out at 11:44
Representatives from Burns and McDonnell Engineering and Moltz Construction, out at 11:44

Roll was called and it was determined that a quorum was present. The pledge of allegiance was said.

2. Mr. Gatlin administered the Oath of Office to newly elected directors Andy Chismar and Bob Dietrick.
3. Mr. Chismar moved to accept the agenda as presented. Motion seconded. Motion approved [3-0].
4. Mr. Chismar moved to approve the minutes of the April 21, 2016 Regular Meeting as presented. Motion seconded. Minutes approved [3-0].
5. Mr. Chismar nominated Mr. Gatlin to serve as Chair. Nomination seconded. Motion passed [3-0].

6. Mr. Gatlin nominated Mr. Chismar for Vice-Chair. Nomination seconded. Motion passed [3-0].
7. Mr. Gatlin nominated Mr. Piira for Treasurer. Nomination seconded. Motion passed [3-0].
8. Burns & McDonnell Engineering presented the proposed 2016 Utility Plan Update.
9. Mr. Chismar moved to authorize Burns & McDonnell Engineering to proceed with the Preliminary Effluent Limits submittals. Motion seconded. Motion approved [3-0].
10. Discussion was held about the strategic long-term planning process for the District.
11. Mr. Deitrick moved to go into executive session under C.R.S section 24-6-402 (4)(b) to receive legal advice on specific legal questions. Motion seconded and passed [3-0]. Mr. Lewis, Mr. Allison, Ms. Lowe, Mr. Zick and representatives of Burns and McDonnell and Moltz Construction left the meeting. Executive session ended at 12:07 p.m. Mr. Rick Zier, legal counsel to the Board, provided a signed written statement (attached) that no record or electronic recording of the executive session was kept.
12. Presented to the board were the unaudited financial statements for the three months ended March 31, 2016 and information on the District's financial status.
 - Cash and Cash Equivalents as of April 30, 2016:
\$9,124,477.76 Ending Cash, March 31, 2016
326,205.70 April Receipts
-1,525,956.01 April Cash Disbursements
\$7,964,727.45 Ending Cash, April 30, 2016
13. Operation updates and Development Status were provided.
14. Mr. Deitrick moved to adjourn the meeting. Motion seconded. Motion approved [3-0].

Meeting adjourned at 12:45 p.m.

These minutes were approved on the 16th day of June 2016, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Karen Reynolds
Secretary of the Board

TO: Board of Directors of Boxelder Sanitation District
FROM: Rick Zier, Counsel to the Board
RE: Executive Session of the Board

No record of the executive session (including electronic recording or otherwise) held on May 19, 2016 at 11:44 a.m. was kept. The executive session was for the purpose of "Conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions." §4-6-402(4)(b), C.R.S.

SIGNATURE: /s/ Richard F. Zier
DATE: 5/19/16