



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday 9:00 a.m.

July 21, 2016

Called to order at 9:05 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District administration office located at 3201 E. Mulberry, Unit Q, 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. Ray Piira, Treasurer
Mr. John Giuliano
Mr. Bob Deitrick

Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board
Ms. Sue Lowe, Administrative Coordinator
Mr. Dave Lewis, Chief ORC
Mr. Noah Allison, Operations & Maint. Mgr.
Ms. Brenda Price, Development Specialist

District Counsel: Mr. Rick Zier

Public: Mr. Brian Zick, PE, Farnsworth Group
Ms. Molly Janzen, Pinnacle Consulting
Ms. Tyra Lizau, Anton, Collins, Mitchell LLP

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

2. Mr. Chismar moved to amend the agenda to include consideration of the new closed circuit TV camera proposal. Motion seconded. Motion approved [5-0]
3. Mr. Chismar moved to adopt the amended agenda. Motion seconded. Motion approved [5-0]
4. Ms. Tyra Lizau, Anton, Collins, Mitchell LLP presented the 2015 audit information. Mr. Chismar moved to accept and adopt the calendar year 2015 audit with additions as presented. Motion seconded. Motion approved [5-0]. Ms. Lizau left the meeting at 9:49 a.m.

5. Mr. Chismar moved to go into executive session at 9:51 a.m. under C.R.S section 24-6-402(b) for the purpose of receiving legal advice on specific legal questions. Motion seconded and passed [5-0]. Mr. Lewis, Mr. Allison, Ms. Lowe, Ms. Price, and Mr. Zick left the meeting. Ms. Janzen was asked to remain in the executive session. Executive session ended at 10:34 a.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. Mr. Zier attested that in his opinion the entire discussion in the executive session constituted privileged attorney-client communication.

Mr. Lewis, Mr. Allison, Mr. Zick, Ms. Lowe and Ms. Price rejoined the meeting.

6. Mr. Piira moved to authorize the renewal of the District insurance coverage as presented. Motion seconded. Motion approved [5-0]
7. Mr. Zick presented the bid information on the CSI/Prospect combined interceptor. Mr. Giuliano acknowledged thanks for the cost savings that Noah Allison presented in the bid process. Mr. Chismar moved to authorize awarding the CSI/Prospect Combined Interceptor Upgrade contract to T. Lowell Construction, and authorized additional cost to include the portion Garney Construction will perform in conjunction with the City of Fort Collins Prospect Road project. Motion seconded. Motion passed [5-0].
8. Mr. Allison presented information regarding purchasing new camera equipment. Mr. Piira moved to authorize purchase up to \$80,600. Motion seconded [5-0]
9. Presented to the board were the unaudited financial statements for the four months ended April 30, 2016 and information on the District's financial status.
- Cash and Cash Equivalents as of June 30, 2016:
\$8,218,482.93 Ending Cash, June 30, 2016
363,090.99 June Receipts
-208,154.23 June Cash Disbursements
\$8,373,419.69 Ending Cash, June 30, 2016
10. Operations updates were presented.
11. Strategic planning discussed.
12. Mr. Chismar moved to schedule a work session for August 11, 2016 at 9:00 am. Motion seconded. Motion approved [5-0].
13. Mr. Chismar moved to move the August 18, 2016 regular board meeting to August 25, 2016 at 9:00 am. Motion passed [5-0].
14. Mr. Deitrick moved to adjourn the meeting. Motion seconded. Motion approved [5-0].

Meeting adjourned at 12:28 p.m.

These minutes were approved on the 25th day of August 2016, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Karen Reynolds
Secretary of the Board