

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND REGULAR MEETING RESCHEDULED

NOTICE IS HEREBY GIVEN that the Regular Work Session and Regular Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for January 21, 2016 at 4:00 and 5:30 p.m. respectively. The Board may enter into Executive Session to discuss a personnel matter – District Manager pursuant to Section 24-6-402(4)(f), C.R.S. The Work Session and Regular Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda  
Minutes – 12/10/15 Special Meeting and 12/14/15 Regular Meeting  
Water Loss Update
3. Public Comment
4. Consideration of Resolution 2016-01 Annual Posting for Meetings
5. Consideration of Resolution 2016-02 2016 Regular District Election and Appointing a Designated Election Official
6. Consideration of Connection Charges and Other Non-Rate Revenues
7. Consideration of 2016 Board Meeting Schedule
8. Consideration of Negotiations Pertaining To PSSGID Intergovernmental Agreement
9. Any Other Business Brought Before the Board Will Be Duly Considered.

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda  
Minutes – 12/10/15 Special Meeting and 12/14/15 Regular Meeting  
Water Loss Update
3. Public Comment
4. Consideration of Resolution 2016-01 Annual Posting for Meetings
5. Consideration of Resolution 2016-02 2016 Regular District Election and Appointing a Designated Election Official
6. Consideration of Connection Charges and Other Non-Rate Revenues
7. Consideration of 2016 Board Meeting Schedule
8. Consideration of Negotiations Pertaining To PSSGID Intergovernmental Agreement
9. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(f), C.R.S
10. Consideration of Personnel Matter – District Manager
11. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**JANUARY 21, 2016 REGULAR MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Paul Hansen, Gordon McIver, and Glenn Walsh (telephonically).

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Casey Crow and Jeff Robbins (telephonically).

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 5:30 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the December 10, 2015 Special Meeting and December 14, 2015 Regular Meeting and the Water Loss Update. A motion was made by Director Hansen and seconded by Director McIver to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Chairman Church opened the meeting to Public Comment. No comments were offered.

**Consideration of Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. and Negotiations Pertaining To Pagosa Springs Sanitation General Improvement District Intergovernmental Agreement – Jeffery P. Robbins – Goldman, Robbins, Nicholson & Mack, P.C.**

The Board agreed to amend the agenda to accommodate the schedule of attorney Jeff Robbins. The Board considered Entering into Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. for the purposes of receiving legal advice on specific legal questions from Jeffery P. Robbins, Goldman, Robbins, Nicholson, & Mack P.C. and for determining positions and development strategy for negotiations and instructing negotiators for Negotiations Pertaining to Pagosa Springs Sanitation General Improvement District (PSSGID) Intergovernmental Agreement (copy attached). A motion was made by Director Hansen and seconded by Director Brueckner to enter into Executive Session for a conference with the District's attorney for the purposes of receiving legal advice on specific legal questions and for determining positions and development strategy for negotiations and instructing negotiators regarding Negotiations Pertaining to PSSGID Intergovernmental Agreement pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. The motion passed unanimously. The Board entered into Executive Session at 5:36 p.m.

The Board considered Negotiations Pertaining to PSSGID Intergovernmental Agreement – Jeffery P. Robbins – Goldman, Robbins, Nicholson & Mack, P.C. (copy attached). Upon returning to Open Session at 5:42 p.m., the Board thanked Mr. Robbins for providing legal advice on specific legal questions regarding Negotiations Pertaining to PSSGID Intergovernmental Agreement during Executive Session at

which no decisions were made. A motion was made by Director Brueckner and seconded by Director Hansen to pursue mediation with PSSGID regarding the Intergovernmental Agreement and to direct Mr. Robbins to contact both the PSSGID and mediator regarding the same. The motion passed unanimously.

#### **Consideration of 2016 Board Meeting Schedule**

The Board agreed to amend the agenda to consider the following two agenda items together. The Board considered 2016 Board Meeting Schedule (copy attached). Shellie Peterson, Business Systems Manager, presented Consideration of 2016 Board Meeting Schedule, stating that she had prepared a list of when it was necessary for the Board to meet throughout 2016. Following a lengthy discussion, the Board agreed to meet on the third Thursday of each month except for July and November in 2016. The Board also agreed that if a customer requested the Board meet during these two months arrangements would be made to do so.

#### **Consideration of Resolution 2016 – 01 – Annual Posting for Meetings**

The Board considered Resolution 2016 – 01 – Annual Posting for Meetings (copy attached). Renee Lewis, District Manager, presented Resolution 2016 – 01 – Annual Posting for Meetings, stating this statutorily required notice provides the public with information regarding the Board of Directors monthly meetings for 2016. The Board agreed to amend Exhibit A of Resolution 2016 – 01 – Annual Posting for Meetings to reflect the Board's decision to not have a Regular Work Session and Meeting for the months of July and November in 2016. A motion was made by Director Hansen and seconded by Director Brueckner to adopt Resolution 2016 – 01 – Annual Posting for Meetings as amended above. The motion passed unanimously.

#### **Consideration of Resolution 2016 – 02 – 2016 Regular District Election and Appointing a Designated Election Official**

The Board considered Resolution 2016 – 02 – 2016 Regular District Election and Appointing a Designated Election Official (copy attached). Renee Lewis presented Resolution 2016 – 02 – 2016 Regular District Election and Appointing a Designated Election Official, stating this resolution is required per state statute to formally call for the 2016 election and also requires the Board to designate a 2016 Election Official. A motion was made by Chairman Church and seconded by Director Hansen to appoint Renee Lewis as the 2016 Designated Election Official (DEO) with the authorization to use her discretion in selecting a law firm that will support the 2016 election in a cost-effective manner. The motion passed unanimously. A motion was made to adopt Resolution 2016 – 02 – 2016 Regular Election, but to only proceed with the 2016 election if there are more Self-nomination and Acceptance Forms received by the DEO than offices to be filled on the Board. The motion passed unanimously.

#### **Consideration of Connection Charges and Other Non-rate Revenues**

The Board considered Connection Charges and Other Non-rate Revenues (copy attached). Shellie Peterson presented Consideration of Connection Charges and Other Non-rate Revenues, stating this is typically the time of year when the Board reviews the Schedule of Fees and Charges. A motion was made by Director Hansen and seconded by Director Brueckner to approve the 2016 Schedule of Fees and Charges as presented. The motion passed unanimously.

#### **Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(f), C.R.S. and Consideration of Personnel Matter – District Manager**

The Board considered Entering into Executive Session Pursuant to Section 24-6-402(4)(f), C.R.S. for the purposes of considering a personnel matter – District Manager (copy attached). Chairman Church presented Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(f), C.R.S., stating the purpose for entering into Executive Session was to discuss the position of District Manager. A motion was made by Chairman Church and seconded by Director Mclver to enter into Executive Session to discuss the District Manager position pursuant to 24-6-402(4)(f) C.R.S. The motion passed unanimously. The Board entered Executive Session at 6:04 p.m.

Upon returning to Open Session at 6:21 p.m., the Board thanked the District Manager, Renee Lewis, for bringing issues discussed in Executive Session to their attention at which no decisions were made. The Board agreed to adjust Ms. Lewis' hourly rate while she works as a part-time hourly employee.

### **Other Business**

District Engineer and Interim District Manager, Justin Ramsey, updated the Directors regarding a sewage back-up occurrence at 322 Steamboat Dr. Upon investigation, the main line that served this property had become blocked causing sewage to back-up into this property as it was at the lowest point in the system. The District's insurance and loss mitigation companies are handling the claim as a no-fault sewer back-up at this time. The property owners, Steve and Lola Butler, had some individual coverage and funds from the District's no-fault coverage have been authorized.

Mr. Ramsey also updated the Directors regarding two position vacancies in the Wastewater Treatment and Collection departments. The lead Wastewater Treatment Operator resigned to re-locate and a Wastewater Collections Technician was dismissed from employment. Advertisements are being made to recruit personnel to fill these positions or similar depending upon the candidates that present themselves.

Board requested Mr. Ramsey get an electronic copy of the District's water model from the consulting engineer and check on pricing for the District's own model license.

There being no further business to come before the Board, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Gordon Mclver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING

NOTICE IS HEREBY GIVEN that a Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for February 18, 2016 at 4:00 and 5:30 p.m. respectively. The Board may enter into Executive Session for determining positions and development strategy for negotiations and instructing negotiators and conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions for Mediation Regarding Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District agenda item pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 1/21/16 Regular Meeting
  - Investment Update – January 31, 2016
  - Financial Statements –December 31, 2015
  - Water Loss Update
3. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
4. Consideration of Mediation Regarding Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District
5. Any Other Business Brought before the Board will be Duly Considered.

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 1/21/16 Regular Meeting
  - Investment Update – January 31, 2016
  - Financial Update – December 31, 2015
  - Water Loss Update
3. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
4. Consideration of Mediation Regarding Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District
5. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
FEBRUARY 18, 2016 REGULAR MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Paul Hansen, Gordon Mclver, and Glenn Walsh (telephonically).

In attendance from staff: Justin Ramsey and Renee Lewis (telephonically). Also present was: Casey Crow.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Director Blake Brueckner at 5:30 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the January 21, 2016 Regular Meeting, Investment Update – January 31, 2016, Financial Statements – December 31, 2015, and Water Loss Update. A motion was made by Director Hansen and seconded by Director Mclver to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Director Brueckner opened the meeting to public comment. No comments were offered.

**Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S. and Mediation Regarding Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District**

The Board addressed this item during the Regular Work Session only and did not enter into Executive Session.

There being no further business to come before the Board, the meeting was adjourned at 5:31 p.m.

Respectfully submitted,

Gordon Mclver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for March 4, 2016 at 10:00 a.m. The Special Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Special Meeting

1. Call to Order
2. Consideration of Resolution 2016 – 03 – Authorizing an Election on the Question of Reinstating TABOR for Pagosa Area Water and Sanitation District
3. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MARCH 4, 2016 SPECIAL MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church (telephonically), and Glenn Walsh (telephonically).

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Marshall Dunham and Jim Smith.

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Director Blake Brueckner at 10:09 a.m.

**Consideration of Resolution 2016 – 03 – Authorizing an Election on the Question of Reinstating TABOR for Pagosa Area Water and Sanitation District**

The Board considered Resolution 2016 – 03 – Authorizing an Election on the Question of Reinstating TABOR for Pagosa Area Water and Sanitation District (copy attached). Renee Lewis, Designated Election Official, presented Resolution 2016 – 03 – Authorizing an Election on the Question of Reinstating TABOR for Pagosa Area Water and Sanitation District, stating said resolution conforms with previous Board direction to proceed with the 2016 PAWSD Election, including pursuing a ballot question to reinstate TABOR for Pagosa Area Water and Sanitation District, if an election were necessary due to there being more candidates than seats available. A motion was made by Director Brueckner and seconded by Director Walsh to adopt Resolution 2016 – 03 – Authorizing an Election on the Question of Reinstating TABOR for Pagosa Area Water and Sanitation District as presented. The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 10:14 a.m.

Respectfully submitted,

Gordon McIver  
Secretary



PAGOSA AREA WATER AND SANITATION DISTRICT )  
ARCHULETA COUNTY ) S.S.  
STATE OF COLORADO )

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for March 9, 2016 at 4:00 p.m. The Board may enter into Executive Session for determining positions and development strategy for negotiations and instructing negotiators and conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions regarding the Consideration of Confidential Settlement Statement for Mediation with Pagosa Springs Sanitation General Improvement District agenda item pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The Special Meeting, will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Special Meeting

1. Call to Order
2. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
3. Consideration of Confidential Settlement Statement for Mediation with Pagosa Springs Sanitation General Improvement District
4. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MARCH 9, 2016 SPECIAL MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, and Gordon McIver (telephonically).

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis (telephonically). Also present were: Marshall Dunham and Jeff Robbins (telephonically).

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 4:17 p.m.

**Consideration of Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. and Confidential Settlement Statement for Mediation with Pagosa Springs Sanitation General Improvement District – Jeffery P. Robbins – Goldman, Robbins, Nicholson & Mack, P.C.**

The Board considered Entering into Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. for the purposes of receiving legal advice on specific legal questions from Jeffery P. Robbins, Goldman, Robbins, Nicholson, & Mack P.C. and for determining positions and development strategy for negotiations and instructing negotiators regarding Confidential Settlement Statement for Mediation with Pagosa Springs Sanitation General Improvement District (PSSGID) (copy attached). A motion was made by Chairman Church and seconded by Director Brueckner to enter into Executive Session for a conference with the District's attorney for the purposes of receiving legal advice on specific legal questions and for determining positions and development strategy for negotiations and instructing negotiators regarding Confidential Settlement Statement for Mediation with PSSGID pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. The motion passed unanimously. The Board entered into Executive Session at 4:20 p.m.

The Board considered Confidential Settlement Statement for Mediation with PSSGID – Jeffery P. Robbins – Goldman, Robbins, Nicholson & Mack, P.C. (copy attached). Upon returning to Open Session at 4:54 p.m., the Board thanked Mr. Robbins for providing legal advice on specific legal questions regarding Confidential Settlement Statement for Mediation with PSSGID during Executive Session at which no decisions were made.

There being no further business to come before the Board, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT            )  
  )  
ARCHULETA COUNTY    ) S.S.  
  )  
STATE OF COLORADO    )

NOTICE OF WORK SESSION AND MEETING CANCELLATION

NOTICE IS HEREBY GIVEN that the Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District have been CANCELED for March 17, 2016.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for March 23, 2016 at 10:00 a.m. The Board may enter into Executive Session for determining positions and development strategy for negotiations and instructing negotiators and conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions during the mediation with the Pagosa Springs Sanitation General Improvement District concerning the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and First Amendment to the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012 agenda item. The Executive Session is authorized pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The Special Meeting will be held at the Ross Aragon Community Center, 451 Hot Springs Blvd., Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Special Meeting

1. Call to Order
2. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
3. Consideration of Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012.
4. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**MARCH 23, 2016 SPECIAL MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Paul Hansen, Gordon McIver, and Glenn Walsh (telephonically).

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Jim Smith, David Smith, Jeff Robbins, and Keiran Eagen.

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 10:00 a.m.

**Consideration of Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. and Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012**

The Board considered Entering into Executive Session Pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. for the purposes of receiving legal advice on specific legal questions from Jeffery P. Robbins, Goldman, Robbins, Nicholson, & Mack P.C. and for determining positions and development strategy for negotiations and instructing negotiators for Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012 (copy attached). A motion was made by Chairman Church and seconded by Director Hansen to enter into Executive Session for a conference with the District's attorney for the purposes of receiving legal advice on specific legal questions and for determining positions and development strategy for negotiations and instructing negotiators regarding Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012 pursuant to Sections 24-6-402(4)(b) and (e), C.R.S. The motion passed unanimously. The Board entered into Executive Session at 10:02 a.m.

The Board considered Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012 (copy attached).

Upon returning to Open Session at 6:40 p.m., the Board thanked Mr. Robbins for providing legal advice on specific legal questions regarding Mediation with Pagosa Springs Sanitation General Improvement District Regarding the Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District and the First Amendment to Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District Dated January 3, 2012 during Executive Session at which no decisions were made. A motion was made by Director Walsh and seconded by Director Hansen to accept the proposal titled "Deal Points" summarizing the understanding between the two parties in the mediation and direct Mr. Robbins and staff to continue working with the Pagosa Springs Sanitation General Improvement District and David Smith to develop an amended Intergovernmental Agreement that reflects said proposal to be considered by the Board at an open meeting at a later date. The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 6:44 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING

NOTICE IS HEREBY GIVEN that a Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for April 21, 2016 at 4:00 and 5:30 p.m. respectively. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 2/18/16 Regular Meeting, 3/4/16 Special Meeting, 3/9/16 Special Meeting, and 3/23/16 Special Meeting
  - Investment Update – March 31, 2016
  - Financial Statements – March 31, 2016
  - 2015 Safety Training Summary
  - 2016 Election Update
  - Water Loss Update
3. Consideration of Request Regarding Account #10568 – Property – L305/306 Chris Mtn Vill II – Delinquent Bill in the Amount of \$260.19 – Mr. Brian Kjar
4. Consideration of Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract
5. Consideration of Letter of Support for SJWCD Water Right Diligence
6. Consideration of Weber Sand and Gravel Lease
7. Any Other Business Brought before the Board will be Duly Considered.

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 2/18/16 Regular Meeting, 3/4/16 Special Meeting, 3/9/16 Special Meeting, and 3/23/16 Special Meeting
  - Investment Update – March 31, 2016
  - Financial Update – March 31, 2016
  - 2015 Safety Training Summary
  - 2016 Election Update
  - Water Loss Update
3. Public Comment
4. Consideration of Request Regarding Account #10568 – Property – L305/306 Chris Mtn Vill II – Delinquent Bill in the Amount of \$260.19 – Mr. Brian Kjar
5. Consideration of Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract
6. Consideration of Letter of Support for SJWCD Water Right Diligence
7. Consideration of Weber Sand and Gravel Lease
8. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**APRIL 21, 2016 REGULAR MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church (telephonically), Paul Hansen, Gordon Mclver, and Glenn Walsh.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis (telephonically). Also present were: John Bozek, Jim Smith, and Bill Hudson.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Vice Chairman Glenn Walsh at 5:45 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the February 18, 2016 Regular Meeting, March 4, 2016 Special Meeting, March 9, 2016 Special Meeting, and March 23, 2016 Special Meeting, Investment Update – March 31, 2016, Financial Statements – March 31, 2016, 2015 Safety Training Summary, 2016 Election Update, and Water Loss Update. A motion was made by Director Hansen and seconded by Director Brueckner to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Vice Chairman Walsh opened the meeting to public comment. John Bozek offered comments regarding the implementation of Ballot Issue A for the PAWSD 2016 Election should that measure pass. Bill Hudson offered comments regarding water rights for the Dry Gulch Reservoir Project and the Weber Sand and Gravel Lease. Jim Smith offered comments regarding the Weber Sand and Gravel Lease.

**Consideration of Request Regarding Account #10568 – Property – L305/306 Chris Mtn Vill II – Delinquent Bill in the Amount of \$260.19 – Mr. Brian Kjar**

The Board considered Request Regarding Account #10568 – Property – L305/306 Chris Mtn Vill II – Delinquent Bill in the Amount of \$260.19 – Mr. Brian Kjar (copy attached). Shellie Peterson, Business Systems Manager, presented Request Regarding Account #10568 – Property – L305/306 Chris Mtn Vill II – Delinquent Bill in the Amount of \$260.19 – Mr. Brian Kjar, providing a brief overview of the District's history with the Chris Mtn Vill II subdivision and the past and current efforts to work with other area governmental entities to development a solution to the development challenges in that area. A motion was made by Director Hansen and seconded by Director Mclver to deny Mr. Kjar's fee waiver request due to the PAWSD infrastructure that remains an improvement to the property even though it lacks electricity and the current community-wide efforts underway to address this challenge. The motion passed unanimously.



**Consideration of Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract**

The Board considered Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract (copy attached). Shellie Peterson presented Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract, stating the execution of this document is necessary to proceed with finalizing the CWCB Dry Gulch Reservoir Loan Contract (Loan B) and Loan Contract Amendment (Loan A). A motion was made by Chairman Church and seconded by Director Hansen to authorize Vice Chairman Walsh to execute the Amendment to Agreement to Restructure CWCB Dry Gulch Reservoir Loan Contract. The motion passed unanimously.

**Consideration of Letter of Support for SJWCD Water Right Diligence**

The Board considered Letter of Support for SJWCD Water Right Diligence (copy attached). Chairman Church presented Letter of Support for SJWCD Water Right Diligence, stating the approval of said letter was in compliance with an understanding between PAWSD and SJWCD that PAWSD would not interfere with SJWCD efforts to secure the water rights related to the Dry Gulch Reservoir Project, but that in no way does this act of support involve PAWSD in this diligence effort. A motion was made by Director Hansen and seconded by Chairman Church to authorize Vice Chairman Walsh to execute said letter. The motion passed unanimously.

**Consideration of Weber Sand and Gravel Lease**

The Board considered Weber Sand and Gravel Lease (copy attached). Director Hansen presented Weber Sand and Gravel Lease, stating that he requested this item be on the agenda as he would like more information on the terms of the lease. The Board agreed to direct the District Manager, Renee Lewis, to review said lease and the corresponding purchase and sale agreement and provide a report to the Board at the May 19, 2016 Regular Work Session and Meeting.

**Other Business**

Shellie Peterson reminded the Board of a luncheon seminar PAWSD was sponsoring regarding sewer back-ups on April 26, 2016. Renee Lewis updated the Board on noticing efforts for Ballot Issue A for the 2016 PAWSD Election.

There being no further business to come before the Board, the meeting was adjourned at 6:33 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING

NOTICE IS HEREBY GIVEN that a Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for Thursday, May 19, 2016 at 4:00 and 5:30 p.m. respectively. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Election of Officers
3. Audit, Budget, and Water Loss Committee Assignments
4. Approval of Consent Agenda
  - Minutes – 4/21/16 Regular Meeting
  - Water Loss Update
  - 2016 Election Report
5. Consideration of CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment
6. Consideration of Weber Sand and Gravel Lease
7. Consideration of Revisions to PAWSD Records Retention and Disposition Policy
8. Any Other Business Brought Before the Board Will Be Duly Considered

Regular Meeting

1. Call to Order
2. Election of Officers
3. Audit, Budget, and Water Loss Committee Assignments
4. Approval of Consent Agenda
  - Minutes – 4/21/16 Regular Meeting
  - Water Loss Update
  - 2016 Election Report
5. Public Comment
6. Consideration of CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment
7. Consideration of Weber Sand and Gravel Lease
8. Consideration of Revisions to PAWSD Records Retention and Disposition Policy
9. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
MAY 19, 2016 REGULAR MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Paul Hansen, Gordon McIver, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present was: Marshall Dunham.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 4:03 p.m.

**Election of Officers and Committee Assignments**

The Board considered the Election of Officers. A motion was made by Director Smith and seconded by Director Hansen to nominate Chairman Church as the Chairman/President of the PAWSD Board of Directors, Director Brueckner as the Vice Chairman of the PAWSD Board of Directors, Director Hansen as the Treasurer of the PAWSD Board of Directors, and Director McIver as the Secretary of the PAWSD Board of Directors. The motion passed unanimously. A motion was made by Chairman Church and seconded by Director Hansen to appoint the PAWSD Board of Directors as a whole for the Audit and Budget Committees. The motion passed unanimously. A motion was made by Chairman Church and seconded by Director Hansen to appoint Chairman Church and Director Smith to the Water Loss Committee. The motion passed unanimously.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the April 21, 2016 Regular Meeting, Water Loss Update, and 2016 Election Report. A motion was made by Director Hansen and seconded by Chairman Church to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Chairman Church opened the meeting to public comment. No comments were offered.

**Consideration of CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment**

This agenda item was not considered.

**Consideration of Weber Sand and Gravel Lease**

This agenda item was discussed in the Regular Work Session of the meeting, but was not considered during the Regular Meeting.

### **Consideration of Revisions to PAWSD Records Retention and Disposition Policy**

The Board considered Revisions to PAWSD Records Retention and Disposition Policy (copy attached). Shellie Peterson, Business Services Manager, presented Revisions to PAWSD Records Retention and Disposition Policy, stating the policy needed to be revised from an annual schedule to every five years as this timeline more accurately reflects the current needs of the District. Mrs. Peterson also stated a disposition was scheduled for June 8, 2016. A motion was made by Director Hansen and seconded by Director Brueckner to approve the revised PAWSD Records Retention and Disposition Policy as presented. The motion passed unanimously.

### **Other Business**

Justin Ramsey, District Engineer, provided an update regarding the water and sewer pipeline project. Renee Lewis, District Manager, notified the Board Members of the Special District Association training in Durango, CO on June 14, 2016.

There being no further business to come before the Board, the meeting was adjourned at 5:47 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for June 2, 2016 at 4:00 p.m. The Board may enter into Executive Session for determining positions and development strategy for negotiations and instructing negotiators and conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions regarding the CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment and the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District agenda items pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The Special Meeting will be held at 100 Lyn Ave., Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Special Meeting

1. Call to Order
2. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
3. Consideration of CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment
4. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
5. Consideration of Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District
6. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**JUNE 2, 2016 SPECIAL MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Paul Hansen, Gordon McIver, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Jeff Robbins, Marshall Dunham, and Glenn Walsh.

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 4:00 p.m.

**Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S. and Consideration of Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District – Jeffery P. Robbins – Goldman, Robbins, Nicholson, & Mack P.C.**

The Board considered Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S. for the purposes of receiving legal advice on specific legal questions from Jeffery P. Robbins, Goldman, Robbins, Nicholson, & Mack P.C. and for determining positions and development strategy for negotiations and instructing negotiators for Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District (copy attached). A motion was made by Director McIver and seconded by Director Smith to enter into Executive Session for a conference with the District's attorney for the purposes of receiving legal advice on specific legal questions and for determining positions and development strategy for negotiations and instructing negotiators regarding the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District agenda item pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The motion passed unanimously. The Board entered into Executive Session at 4:04 p.m.

The Board considered the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District (copy attached). Upon returning to Open Session at 5:05 p.m., the Board thanked Mr. Robbins for providing legal advice on specific legal questions regarding the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District during Executive Session at which no decisions were made. A motion was made by Director Brueckner and seconded by Director Hansen to schedule a June 16, 2016 Special Meeting at 4:00 p.m. to consider the final presentation of the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District. The motion passed unanimously.

**Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S. and Consideration of CWCB Dry Gulch Reservoir Loan Contract and Loan Contract Amendment**

The Board did not enter into Executive Session nor did it address this agenda item.

**Other Business**

Justin Ramsey, District Engineer, provided an update on the anonymous safety concern box provided for the employees at the request of the Board. Renee Lewis, District Manager, confirmed she would be returning to full time employee status as of June 1, 2016.

There being no further business to come before the Board, the meeting was adjourned at 5:13 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that a Special Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for June 16, 2016 at 4:00 p.m. The Board may enter into Executive Session for determining positions and development strategy for negotiations and instructing negotiators and conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions regarding the CWCB Dry Gulch Reservoir Second Loan Agreement and Existing Loan Agreement Amendment and the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District agenda items pursuant to Section 24-6-402(4)(b) and (e), C.R.S. The Special Meeting will be held at 100 Lyn Ave., Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Special Meeting

1. Call to Order
2. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
3. Consideration of Resolution Approving Amendments to an Existing Loan Agreement and the Execution and Delivery of a Second Loan Agreement with CWCB.
4. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b) and (e), C.R.S.
5. Consideration of Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District
6. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL



**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
JUNE 16, 2016 SPECIAL MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Gordon McIver, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis (telephonically). Also present were: Jeff Robbins (telephonically), Marshall Dunham, and Bill Hudson.

**Call to Order**

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 4:00 p.m.

**Consideration of Resolution Approving Amendments to an Existing Loan Agreement and the Execution and Delivery of a Second Loan Agreement with CWCB**

The Board considered Resolution Approving Amendments to an Existing Loan Agreement and the Execution and Delivery of a Second Loan Agreement with CWCB (copy attached). Chairman Church presented Resolution Approving Amendments to an Existing Loan Agreement and the Execution and Delivery of a Second Loan Agreement with CWCB, stating this item reflected the hard work and compromises of all the parties involved and he appreciated all of the effort put forth to see this to completion. A motion was made by Director Brueckner and seconded by Director Smith to adopt the Resolution Approving Amendments to an Existing Loan Agreement and authorize its execution by the President and Secretary. The motion passed unanimously by a 4 – 0 vote with Director Hansen not in attendance. A motion was made by Chairman Church and seconded by Director Smith to approve the Delivery of a Second Loan Agreement with CWCB and authorize its execution by the President, Secretary, and District Manager. The motion passed unanimously by a 4 – 0 vote with Director Hansen not in attendance.

**Consideration of Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District**

The Board considered Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District (copy attached). Jeff Robbins, PAWSD General Counsel, presented Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District, stating this item reflects the final revisions by both parties following the March 23, 2016 mediation with the Pagosa Springs Sanitation General Improvement District and is presented here for PAWSD Board consideration. A motion was made by Director Smith and seconded by Director Brueckner to approve the Amended and Restated Intergovernmental Agreement By and Between The Pagosa Springs Sanitation General Improvement District and The Pagosa Area Water and Sanitation District as presented. The motion passed unanimously by a 4 – 0 vote with Director Hansen not in attendance.

There being no further business to come before the Board, the meeting was adjourned at 4:33 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
ARCHULETA COUNTY ) S.S.  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING RESCHEDULED

NOTICE IS HEREBY GIVEN that the Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District have been RESCHEDULED from June 16, 2016 at 4:00 and 5:30 p.m. respectively to June 27, 2016. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado. Agenda to follow.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING

NOTICE IS HEREBY GIVEN that a Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for June 27, 2016 at 4:00 and 5:30 p.m. respectively. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda  
Minutes – 5/19/16 Regular Meeting, 6/2/16 Special Meeting, and 6/16/16 Special Meeting  
2016 Records Destruction Update  
Water Loss Update
3. Consideration of Presentation and Approval of 2015 Audited Financial Statements – Ronny Farmer – Ronny Farmer, LLC
4. Consideration of Audit Engagement Proposal for the 2016 Audited Financial Statements
5. Consideration of Presentation/Request – San Juan Headwaters Forest Health Partnership
6. Consideration of Change Order #3 – Hammerlund Construction LLC
7. Consideration of Letter of Thanks to 2016 Election Judges
8. Consideration of Cityworks Asset Management Presentation
9. Any Other Business Brought before the Board will be Duly Considered.

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda  
Minutes – 5/19/16 Regular Meeting, 6/2/16 Special Meeting, and 6/16/16 Special Meeting  
2016 Records Destruction Update  
Water Loss Update
3. Public Comment
4. Consideration of Presentation and Approval of 2015 Audited Financial Statements – Ronny Farmer – Ronny Farmer, LLC
5. Consideration of Audit Engagement Proposal for the 2016 Audited Financial Statements
6. Consideration of Presentation/Request – San Juan Headwaters Forest Health Partnership
7. Consideration of Change Order #3 – Hammerlund Construction LLC
8. Consideration of Letter of Thanks to 2016 Election Judges
9. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**JUNE 27, 2016 REGULAR MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church (telephonically), Gordon Mclver, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Marshall Dunham and Ronny Farmer.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Vice Chairman Blake Brueckner at 5:34 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the May 19, 2016 Regular Meeting, June 2, 2016 Special Meeting, June 16, 2016 Special Meeting, 2016 Records Destruction Update, and Water Loss Update (copy attached). A motion was made by Director Smith and seconded by Director Mclver to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Vice Chairman Brueckner opened the meeting to public comment. No comments were offered.

**Consideration of Presentation and Approval of 2015 Audited Financial Statements – Ronny Farmer – Ronny Farmer, LLC**

The Board considered Presentation and Approval of 2015 Audited Financial Statements – Ronny Farmer – Ronny Farmer, LLC (copy attached). Ronny Farmer, Ronny Farmer, LLC, presented Presentation and Approval of 2015 Audited Financial Statements, reviewing the different components of the audit, highlighting the management's discussion and analysis, details regarding the different funds, and the financial statements. Mr. Farmer presented the audit with an unqualified opinion as the financial statements have no material weaknesses or significant deficiencies. Following questions from the Board, a motion was made by Director Mclver and seconded by Director Smith to accept the 2015 Audited Financial Statements as presented and to authorize Shellie Peterson, Business Systems Manager, to post the 2015 Audited Financial Statements accordingly. The motion passed unanimously.

**Consideration of Audit Engagement Proposal – Ronny Farmer, LLC**

The Board considered Audit Engagement Proposal – Ronny Farmer, LLC (copy attached). A motion was made by Chairman Church and seconded by Vice Chairman Brueckner to execute Audit Engagement Proposal – Ronny Farmer, LLC as presented for the 2016 audit. The motion passed unanimously.

### **Consideration of Presentation/Request – San Juan Headwaters Forest Health Partnership**

The Board considered Presentation/Request – San Juan Headwaters Forest Health Partnership (copy attached). Renee Lewis, District Manager, presented Consideration of Presentation/Request – San Juan Headwaters Forest Health Partnership, stating PAWSD had previously contributed \$5,000.00 to this group in 2014 to aid in wildfire mitigation because the work was being done in the Fourmile Creek watershed and PAWSD was not able to do the work in-house. A motion was made by Director Smith and seconded by Chairman Church to approve an immediate contribution in the amount \$7,500.00 to Mountain Studies Institute in support of the wildfire mitigation and forest health efforts. The motion passed unanimously.

### **Consideration of Change Order #3 – Hammerlund Construction, LLC**

The Board considered Change Order #3 – Hammerlund Construction, LLC (copy attached). Justin Ramsey, District Engineer, presented Consideration of Change Order #3 – Hammerlund Construction, LLC, stating said change order regarding the repaving of Trujillo Road had been presented to staff and was denied. As such, Hammerlund Construction, LLC requested this appeal be brought before the Board. A motion was made by Director Smith and seconded by Vice Chairman Brueckner to deny the request by Hammerlund Construction, LLC to approve Change Order #3. The motion passed unanimously.

### **Consideration of Letter of Thanks to 2016 Election Judges**

The Board considered Letter of Thanks to 2016 Election Judges (copy attached). Renee Lewis presented Consideration of Letter of Thanks to 2016 Election Judges, stating that per Board direction on May 19, 2016 she drafted this thank you letter from the Chairman on behalf of the Board to the 2016 PAWSD Election Judges. A motion was made by Vice Chairman Brueckner and seconded by Director McIver to approve said letter and authorize the Chairman to execute on behalf of the Board. The motion passed unanimously.

### **Other Business**

Renee Lewis and Shellie Peterson requested the Board consider new members for the bank signature cards. A motion was made by Vice Chairman Brueckner and seconded by Chairman Church to remove Glenn Walsh from the Bank of the San Juans Money Market Account and from the Citizens Bank Operating Account, and that Jim Smith should be added as authorized to sign on those District accounts. The motion passed unanimously. Mrs. Peterson was directed to contact the banks and initiate the process for new checking account signature cards to be prepared. Ms. Lewis also provided the Board Members with copies of the 2016 Special District Association Board Member Manual.

There being no further business to come before the Board, the meeting was adjourned at 6:47 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE AS REMINDER OF NO WORK SESSION AND MEETING SCHEDULED

NOTICE IS HEREBY GIVEN to remind the public that no Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District were scheduled for July and November of 2016.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND REGULAR MEETING

NOTICE IS HEREBY GIVEN that the Regular Work Session and Regular Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for August 18, 2016 at 4:00 and 5:30 p.m. respectively. The Work Session and Regular Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 6/27/16 Regular Meeting
  - Water Loss Update
  - Investment Report – 7/31/16
  - Financial Statements – 7/31/16
  - Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project
  - Update Regarding Water and Wastewater Pipeline Projects
3. Consideration of Request – Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association
4. Consideration of PAWSD 2015 Annual Report to Archuleta County Board of County Commissioners
5. Consideration of Public Hearing Date for Certification of Delinquent Accounts to the Archuleta County Treasurer
6. Consideration of Chris Mountain Village II Lift Stations
7. Any Other Business Brought before the Board Will be Duly Considered

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 6/27/16 Regular Meeting
  - Water Loss Update
  - Investment Report – 7/31/16
  - Financial Statements – 7/31/16
  - Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project
  - Update Regarding Water and Wastewater Pipeline Projects
3. Public Comment
4. Consideration of Request – Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association
5. Consideration of PAWSD 2015 Annual Report to Archuleta County Board of County Commissioners
6. Consideration of Public Hearing Date for Certification of Delinquent Accounts to the Archuleta County Treasurer
7. Consideration of Chris Mountain Village II Lift Stations
8. Any Other Business Brought before the Board Will Be Duly Considered

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL



**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**AUGUST 18, 2016 REGULAR MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church (telephonically), Paul Hansen, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present were: Marshall Dunham, Barbara Kennedy, and Wayne Kennedy.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Vice Chairman Blake Brueckner at 6:15 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the June 27, 2016 Regular Meeting, Water Loss Update, Investment Report – July 31, 2016, Financial Statements – July 31, 2016, Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project, and Update Regarding Water and Wastewater Pipeline Projects. A motion was made by Director Hansen and seconded by Vice Chairman Brueckner to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Vice Chairman Brueckner opened the meeting to Public Comment. No comments were offered.

**Consideration of Request – Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association**

The Board considered Request – Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association (copy attached). Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association (CTRHA), presented Consideration of Request – Barbara Kennedy, Colorado’s Timber Ridge Homeowners Association, stating the CTRHA is requesting the PAWSD Board approve the elimination of Lift Stations # 17 and 18 in the subdivision. PAWSD District Engineer, Justin Ramsey, stated removal of those lift stations is recommended, but contingent on permission from Pagosa Springs Sanitation General Improvement District (PSSGID) as the flows from those two lift stations will need to be redirected into the PSSGID wastewater pipeline Lift Station #2. The Board recommended Mrs. Kennedy present her request to the PSSGID Board and report back to the PAWSD Board in spring/summer of 2017.

**Consideration of PAWSD 2015 Annual Report to Archuleta County Board of County Commissioners**

The Board considered PAWSD 2015 Annual Report to Archuleta County Board of County Commissioners (copy attached). Shellie Peterson, Business Systems Manager, presented Consideration of PAWSD 2015 Annual Report to Archuleta County Board of County Commissioners, stating this is the PAWSD

annual report due by October 1<sup>st</sup> of each year to the Archuleta County Board of County Commissioners certifying the debt-to-tap ratio. A motion was made by Vice Chairman Brueckner and seconded by Director Smith to approve sending said annual report as presented to the Archuleta County Board of County Commissioners and authorizing Director Hansen as Treasurer to execute said report. The motion passed unanimously.

**Consideration of Public Hearing Date for Certification of Delinquent Accounts to the Archuleta County Treasurer**

The Board considered Public Hearing Date for Certification of Delinquent Accounts to the Archuleta County Treasurer (copy attached). Shellie Peterson presented Consideration of Public Hearing Date for Certification of Delinquent Accounts to the Archuleta County Treasurer, stating the date for the Public Hearing on this matter is required so as to ensure the statutorily required 30-day notice to all accounts being certified. A motion was made by Vice Chairman Brueckner and seconded by Director Hansen to schedule the Public Hearing for Certification of Delinquent Accounts to the Archuleta County Treasurer for October 20, 2016. The motion passed unanimously.

**Consideration of Chris Mountain Village II Lift Stations**

The Board considered Chris Mountain Village II Lift Stations (copy attached). Renee Lewis, District Manager, presented Consideration of Chris Mountain Village II Lift Stations, stating electrification of the lift stations in the Chris Mountain Village II subdivision is expected to cost about the same as the estimate provided in 2008 and she would like the Board's permission to proceed with exploring electrification of said lift stations. A motion was made by Director Hansen and seconded by Director Smith to allow the District Manager and District Engineer to proceed with electrifying the Chris Mountain Village II lift stations for a cost not to exceed \$55,000.00. The motion passed unanimously.

**Other Business**

Shellie Peterson requested the Board set a meeting date and time to discuss the 2017 Budget in preparation for the statutory deadline requiring a draft be available for the public by October 15, 2016. The Board agreed to make the September 15, 2016 Regular Work Session and Meeting the date and time for said meeting. A motion was made by Chairman Church and seconded by Vice Chairman Brueckner to excuse Director McIver from the meeting. The motion passed unanimously.

There being no further business to come before the Board, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT

ARCHULETA COUNTY

STATE OF COLORADO

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) S.S.  
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NOTICE OF WORK SESSION

NOTICE IS HEREBY GIVEN that a Work Session of the Board of Directors of the Pagosa Area Water and Sanitation District has been scheduled for Wednesday, August 24, 2016 at 10:00 a.m. to accommodate the attendance of three or more Board Members at the Water Loss Committee meeting. The meeting will be held at the PAWSD administrative offices located at 100 Lyn Ave., Pagosa Springs, Colorado.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis

For the Board of Directors

SEAL

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION AND MEETING

NOTICE IS HEREBY GIVEN that the Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for September 15, 2016 at 4:00 and 5:30 p.m. respectively. The Regular Work Session and Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 8/18/16 Regular Meeting
  - Water Loss Update
  - Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project
  - Update Regarding Chris Mountain Village II Lift Stations
3. Consideration of Petition for Inclusion – Ed and Molly Schabel
4. Consideration of Draft Proposed 2017 Budget
5. Any Other Business Brought before the Board Will be Duly Considered

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 8/18/16 Regular Meeting
  - Water Loss Update
  - Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project
  - Update Regarding Chris Mountain Village II Lift Stations
3. Public Comment
4. Consideration of Petition for Inclusion – Ed and Molly Schabel
5. Consideration of Draft Proposed 2017 Budget
6. Any Other Business Brought before the Board Will be Duly Considered

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**SEPTEMBER 15, 2016 REGULAR MEETING**

**Attendance**

The following Directors were present: Blake Brueckner, Michael Church, Paul Hansen, Gordon McIver, and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present was: Marshall Dunham.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 5:50 p.m.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the August 18, 2016 Regular Meeting, Water Loss Update, Update Regarding San Juan Water Treatment Plant Upgrade – MIEX Project, and Update Regarding Chris Mountain Village II Lift Stations. A motion was made by Director Hansen and seconded by Director McIver to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Chairman Church opened the meeting for public comment. Comments were offered by Marcia Wean regarding a water leak that occurred on her property in June and July 2016.

**Consideration of Petition for Inclusion – Ed and Molly Schabel**

The Board considered Petition for Inclusion – Ed and Molly Schabel (copy attached). Shellie Peterson, Business Systems Manager, presented Consideration of Petition for Inclusion – Ed and Molly Schabel, stating the petition is for wastewater purposes only and the property is close enough to the District's boundaries to only require a long service line and not a mainline extension. A motion was made by Director Hansen and seconded by Director Brueckner to accept the Petition for Inclusion – Ed and Molly Schabel and set the public hearing date for October 20, 2016. The motion passed unanimously.

**Consideration of Draft Proposed 2017 Budget**

The Board considered Draft Proposed 2017 Budget (copy attached). Following a lengthy discussion during the earlier Work Session, the Board directed staff to post the Draft Proposed 2017 Budget on the website and have copies available for the public by October 15<sup>th</sup> per statutory requirements and to set the Public Hearing date for October 20, 2016.

**Other Business**

In response to the comments offered by Marcia Wean regarding the leak that occurred on her property in June and July of 2016, the Board directed staff to research whether the current leak rate policy would apply under these circumstances. The Board also agreed to reschedule the December 2016 meeting from December 15<sup>th</sup> to December 8<sup>th</sup> in order to meet the statutory deadline for certifying mill levies.

There being no further business to come before the Board, the meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Gordon McIver  
Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR WORK SESSION, REGULAR MEETING, AND PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that the Regular Work Session, Regular Meeting, and Public Hearings of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) have been scheduled for October 20, 2016 at 4:00 and 5:30 p.m. respectively. The Work Session, Regular Meeting, and Public Hearings will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

Work Session

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 9/15/16 Regular Meeting
  - Water Loss Update
  - Investment Update – September 30, 2016
  - Financial Statements – September 30, 2016
3. Consideration of Certification of Delinquent Accounts to County Treasurer
  - a) Consideration of Letters of Request Received
  - b) Consideration of Resolution 2016 – 04 – Resolution to Certify Delinquent Accounts to County Treasurer
4. Consideration of Petition for Inclusion – Ed and Molly Schabel
5. Consideration of Proposed 2017 Budget
6. Consideration of Bargain and Sale Deed – Highland’s Lagoons Property – PLPOA
7. Any Other Business Brought Before the Board Will Be Duly Considered.

Regular Meeting

1. Call to Order
2. Approval of Consent Agenda
  - Minutes – 9/15/16 Regular Meeting
  - Water Loss Update
  - Investment Update – September 30, 2016
  - Financial Statements – September 30, 2016
3. Public Comment
4. 5:45 p.m. Public Hearing – Certification of Delinquent Accounts to County Treasurer
  - a) Consideration of Letters of Request Received
  - b) Consideration of Resolution 2016 – 04 – Resolution to Certify Delinquent Accounts to County Treasurer
5. 5:50 p.m. Public Hearing – Consideration of Petition for Inclusion – Ed and Molly Schabel
6. 6:00 p.m. Public Hearing – Consideration of Proposed 2017 Budget
7. Consideration of Bargain and Sale Deed – Highland’s Lagoons Property – PLPOA
8. Any Other Business Brought Before the Board Will Be Duly Considered.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

**RECORD OF PROCEEDINGS**  
PAGOSA AREA WATER AND SANITATION DISTRICT  
OCTOBER 20, 2016 REGULAR MEETING

**Attendance**

The following Directors were present: Blake Brueckner, Paul Hansen, Gordon McIver (telephonically), and Jim Smith.

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present was: Marshall Dunham.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Vice Chairman Blake Brueckner at 5:44 p.m. A motion was made by Director Hansen and seconded by Vice Chairman Brueckner to excuse the absence of Chairman Michael Church. The motion passed unanimously.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the September 15, 2016 Regular Meeting, Water Loss Update, Investment Update – September 30, 2016, and Financial Statements – September 30, 2016. A motion was made by Director Hansen and seconded by Director Smith to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Vice Chairman Brueckner opened the meeting for Public Comment. No comments were offered.

**Public Hearing – 5:45 p.m. – Consideration of Certification of Delinquent Accounts to County Treasurer**

Vice Chairman Brueckner opened the Public Hearing regarding Certification of Delinquent Accounts to County Treasurer at 5:45 p.m.

The Board considered Certification of Delinquent Accounts to County Treasurer (copy attached). Shellie Peterson, Business Systems Manager, presented Certification of Delinquent Accounts to County Treasurer, stating that staff is requesting the Board adopt Resolution 2016 – 04 – Resolution to Certify Delinquent Accounts to County Treasurer as this is the regular practice for handling these particular delinquent accounts every year at this time and no letters to contest were received. No comments from the public were offered. A motion was made by Director Smith and seconded by Director Hansen to adopt Resolution 2016 – 04 – Resolution to Certify Delinquent Accounts to County Treasurer. The motion passed unanimously.

Vice Chairman Brueckner closed the Public Hearing regarding Certification of Delinquent Accounts to County Treasurer at 5:49 p.m.



### **Public Hearing – 5:50 p.m. – Consideration of Petition for Inclusion – Ed and Molly Schabel**

Vice Chairman Brueckner opened the Public Hearing regarding Petition for Inclusion – Ed and Molly Schabel at 5:50 p.m.

The Board considered Petition for Inclusion – Ed and Molly Schabel (copy attached). Shellie Peterson presented Petition for Inclusion – Ed and Molly Schabel, stating that while the Board had accepted the original Petition for Inclusion during its September 15, 2016 Regular Meeting, this meeting served as the statutorily required opportunity for the public to provide comments to the Board. No comments from the public were offered. A motion was made by Director Hansen and seconded by Vice Chairman Brueckner to authorize the Secretary to execute the Order of Inclusion on behalf of the Board and direct staff to initiate the appropriate District Court proceedings for the inclusion. The motion passed unanimously.

Vice Chairman Brueckner closed the Public Hearing regarding Petition for Inclusion – Ed and Molly Schabel at 5:52 p.m.

### **Public Hearing – 6:00 p.m. – Consideration of Proposed 2017 Budget**

Vice Chairman Brueckner opened the Public Hearing regarding Proposed 2017 Budget at 6:03 p.m.

The Board considered Proposed 2017 Budget (copy attached). Shellie Peterson presented Proposed 2017 Budget, stating this budget is likely to change prior to the presentation for final adoption in December due to a number of factors such as possible increases in the costs of energy, but this meeting provided an opportunity for the public to comment on the work done thus far. No comments from the public were offered.

Mrs. Peterson requested the Board take action on one item that presented an immediate need. The replacement of an aging excavator had been projected in the Proposed 2017 Budget; however, the equipment had completely stopped working which put the District in a difficult situation should another leak occur on the raw water pipeline supplying the Snowball Water Treatment Plant. Two alternatives were presented for an immediate delivery of new equipment on a lease or lease-purchase basis to provide coverage through the first of 2017. The Lease Agreement with Century Equipment Company, INC., reflecting a pure rental basis for the new excavator was determined to be in the best interest of the District. The out-right purchase of the equipment would be effective after the first of the year and allowed for in the 2017 Budget. A motion was made by Director Smith and seconded by Director Hansen to approve the execution of said lease agreement by the District Manager, Renee Lewis. The motion passed unanimously.

Vice Chairman Brueckner closed the Public Hearing regarding Proposed 2017 Budget at 6:14 p.m.

### **Consideration of Bargain and Sale Deed – Highlands Lagoon Property – PLPOA**

The Board considered Bargain and Sale Deed – Highlands Lagoon Property – PLPOA (copy attached). Renee Lewis presented Bargain and Sale Deed – Highlands Lagoon Property – PLPOA, stating the original deed that provided the property for the Highlands Lagoons contained a reversionary clause that would revert the property to the Grantor should the property not be used for the original intent for 60 days. Since the lagoons were decommissioned in 2011, this Bargain and Sale Deed seeks to accomplish this conveyance to PLPOA. A motion was made by Director Hansen and seconded by Director Smith to

approve the execution of the Bargain and Sale Deed conveying the property to the PLPOA. The motion passed unanimously.

**Other Business**

In response to a customer letter concerned about the state of the xeriscape garden on the PAWSD campus, the Board, citing maintenance costs, directed staff to decommission the garden and donate anything of value. Justin Ramsey, District Engineer, updated the Board on the relocation of the downtown water fill station to the Archuleta County Fairgrounds property.

There being no further business to come before the Board, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Gordon McIver, Secretary

PAGOSA AREA WATER AND SANITATION DISTRICT )  
ARCHULETA COUNTY ) S.S.  
STATE OF COLORADO )

NOTICE AS REMINDER OF NO WORK SESSION AND MEETING SCHEDULED

NOTICE IS HEREBY GIVEN to remind the public that no Regular Work Session and Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District were scheduled for July and November of 2016.

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Renee Lewis  
For the Board of Directors

SEAL

1 PAGOSA AREA WATER AND SANITATION DISTRICT )  
2 )  
3 ARCHULETA COUNTY ) S.S.  
4 )  
5 STATE OF COLORADO )  
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8 NOTICE OF REGULAR WORK SESSION AND REGULAR MEETING RESCHEDULED

9  
10 NOTICE IS HEREBY GIVEN that the Regular Work Session and Regular Meeting of the Board of Directors of the  
11 Pagosa Area Water and Sanitation District (PAWSD) have been rescheduled from December 15, 2016 to December 8,  
12 2016 at 4:00 and 5:30 p.m. respectively. The Board may enter into Executive Session for conferences with an attorney  
13 for the public entity for the purposes of receiving legal advice on specific legal questions regarding the Consideration of  
14 Personnel Matter – District Manager Position agenda item pursuant to Section 24-6-402(4)(b). The Work Session and  
15 Regular Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.  
16

17 Proposed Agenda is as follows:  
18

19 Work Session

- 20  
21 1. Call to Order  
22 2. Approval of Consent Agenda  
23 Minutes – 10/20/16 Regular Meeting  
24 Water Loss Update  
25 Update Regarding Bear Creek Restaurant Fire  
26 Review of Disconnect Procedure for Delinquent Accounts  
27 3. Consideration of Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget  
28 4. Consideration of Certification of Mill Levies  
29 5. Consideration of 2017 Board Meeting Schedule  
30 6. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b), C.R.S.  
31 7. Consideration of Personnel Matter – District Manager Position  
32 8. Any Other Business Brought Before the Board Will Be Duly Considered.  
33

34 Regular Meeting

- 35  
36 1. Call to Order  
37 2. Approval of Consent Agenda  
38 Minutes – 10/20/16 Regular Meeting  
39 Water Loss Update  
40 Update Regarding Bear Creek Restaurant Fire  
41 Review of Disconnect Procedure for Delinquent Accounts  
42 3. Public Comment  
43 4. Consideration of Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget  
44 5. Consideration of Certification of Mill Levies  
45 6. Consideration of 2017 Board Meeting Schedule  
46 7. Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b), C.R.S.  
47 8. Consideration of Personnel Matter – District Manager Position  
48 9. Any Other Business Brought Before the Board Will Be Duly Considered.  
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50 PAGOSA AREA WATER AND SANITATION DISTRICT

51  
52 By /s/ Renee Lewis  
53 For the Board of Directors  
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57 SEAL  
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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**DECEMBER 8, 2016 REGULAR MEETING**

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**Attendance**

The following Directors were present: Michael Church, Paul Hansen, Gordon McIver, and Jim Smith (telephonically).

In attendance from staff: Shellie Peterson, Justin Ramsey, and Renee Lewis. Also present was: Marshall Dunham.

**Call to Order**

The Regular Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Michael Church at 5:30 p.m. A motion was made by Chairman Church and seconded by Director McIver to excuse the absence of Director Brueckner. The motion passed unanimously.

**Consent Agenda**

The Board considered the Consent Agenda (copy attached). The Directors reviewed the minutes for the October 20, 2016 Regular Meeting, the Water Loss Update, Update Regarding the Bear Creek Restaurant Fire, and Review of Disconnect Procedure for Delinquent Accounts. A motion was made by Director McIver and seconded by Director Hansen to approve the Consent Agenda as presented. The motion passed unanimously.

**Public Comment**

Chairman Church opened the meeting for Public Comment. Steve Graham and Jack Bridges offered comments regarding The Foothills: Equitable Development for Pagosa Springs.

**Consideration of Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget**

The Board considered Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget (copy attached). Shellie Peterson, Business Systems Manager, presented Consideration of Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget, stating there was no significant difference between the preliminary and final assessed property values, and a temporary tax credit resulting from the re-imposition of TABOR was not figured into this budget. A motion was made by Director Smith and seconded by Chairman Church to adopt Resolution 2016 – 04 – Resolution to Adopt the 2017 Budget. The motion passed unanimously.

**Consideration of Certification of Mill Levies**

The Board considered Certification of Mill Levies (copy attached). A motion was made by Director McIver and seconded by Director Hansen to approve the Certification of Mill Levies for fiscal year 2017. The motion passed unanimously.

**Consideration of 2017 Board Meeting Schedule**

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113 The Board considered 2017 Board Meeting Schedule (copy attached). Renee Lewis, District Manager,  
114 presented Consideration of 2017 Board Meeting Schedule, stating that in preparation for the January 19,  
115 2017 Regular Meeting staff respectfully requested the Board consider this item. A motion was made by  
116 Director Mclver and seconded by Director Hansen to meet the third Thursday of each month at 4:00 p.m.  
117 for the Work Session and 5:30 p.m. for the Regular Meeting, except for July and November, for 2017.  
118 The motion passed unanimously.

119  
120 **Consideration of Entering into Executive Session Pursuant to Section 24-6-402(4)(b), C.R.S. and**  
121 **Consideration of Personnel Matter – District Manager Position**

122  
123 The Board considered Entering into Executive Session Pursuant to Section 24-6-402(4)(b), C.R.S. for the  
124 purposes of receiving legal advice on specific legal questions from Jeffery P. Robbins, Goldman,  
125 Robbins, Nicholson, & Mack P.C. regarding the Consideration of Personnel Matter – District Manager  
126 agenda item (copy attached). A motion was made by Director Hansen and seconded by Director Mclver  
127 to enter into Executive Session for a conference with the District's attorney for the purposes of receiving  
128 legal advice on specific legal questions regarding the Consideration of Personnel Matter – District  
129 Manager agenda item pursuant to Section 24-6-402(4)(b), C.R.S. The motion passed unanimously. The  
130 Board entered into Executive Session at 5:47 p.m.

131  
132 The Board considered Personnel Matter – District Manager (copy attached). Upon returning to Open  
133 Session at 5:57 p.m., Renee Lewis, District Manager presented Personnel Matter – District Manager,  
134 stating that she was resigning to attend to family matters. The Board thanked Mr. Robbins for providing  
135 legal advice on specific legal questions regarding the Personnel Matter – District Manager agenda item  
136 during Executive Session at which no decisions were made. A motion was made by Chairman Church  
137 and seconded by Director Mclver to appoint Chairman Church and Director Hansen as the subcommittee  
138 to represent the Board in negotiations with Justin Ramsey, District Engineer, for the position of District  
139 Manager. The motion passed unanimously.

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141 There being no further business to come before the Board, the meeting was adjourned at 5:59 p.m.

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143 Respectfully submitted,

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146 Gordon Mclver  
147 Secretary

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