

# RECORD OF PROCEEDINGS

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## MINUTES OF THE BOARD OF WATER COMMISSIONERS

**Open Session**

**NOVEMBER 28, 2012**

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, November 28, 2012 beginning at 9:08 a.m. in the Board Room, Room 309, 1600 West 12<sup>th</sup> Avenue, Denver, Colorado. Members of the Board present during the Regular Meeting were:

**H. Gregory Austin, President**  
**Thomas A. Gougeon, Vice President**  
**Paula Herzmark, Vice President**  
**Penfield W. Tate, III, Vice President**

Board employees and others present during portions of the Meeting were:

J. S. Lochhead, CEO/Manager	P. L. Wells, General Counsel
A. C. Bricmont, Director of Finance	D. L. Little, Director of Planning
S.C. Covington, Director of Public Affairs	J.A. Anderson, Director of Customer Relations
T. Roode, Director of Operations and Maintenance	R. J. Mahoney, Director of Engineering
C. R. Dermody, Director of Information Technology	C. Elam-Floyd, Director of Human Resources
P. A. Carey, Manager of Purchasing and Contracting	P. B. Coleman, Chief Internal Auditor
M. L. Walker, Attorney	L. Billeter, SMWBE Program Outreach Coordinator

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E. W. Helgeson, Rate Analyst	S. N. Niemi, Rate Analyst
T. Cristiano, Manager of Rate Administration	D. M. Hamm, Staff Analyst
L.M. George, Public Affairs	K.J. Knoll, Manager of Stakeholder Relations
M. O'Neill, Manager of Accounting	T.A. Bryant, Accounting
M. K. Keilwitz, Engineer	T. E. Lowe, Manager of Sales Administration
M.E. Elliott, Assistant Director of Public Affairs – Government, Stakeholder Relations and Conservation	M. D. Bond, Community Relations Specialist
D. L. Biren, IT Project Manager	
R. Buirgy, Youth Education Consultant	Pat Fitzgerald, Platte Canyon Water and Sanitation District
Alyssa Quinn, Platte Canyon Water and Sanitation District	Steve Ormiston, HBA Metro Denver
Chris Treese, Colorado River Water Conservation District	T. Cech, Metro State University

Commissioner Austin called the meeting to order.

Upon motion regularly made, seconded and unanimously carried, Commissioner Lucero was found to be absent for substantial cause and was excused.

Commissioner Austin noted that the meeting was scheduled as a study session, but there was one action item for the Board's consideration.

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Upon motion regularly made, seconded and unanimously carried by the Commissioners then present, unless otherwise noted, the Board took the following action:

1. **ITEM 2-A-1: CONTRACT FOR WILLIAMS FORK ELECTRICAL SECURITY AND MISCELLANEOUS IMPROVEMENTS**

Authorized award of a contract to Sturgeon Electric Company, Inc. for the Williams Fork Electrical Security and Miscellaneous Improvements Project, at a cost of \$130,000.

Mr. Keilwitz and Mr. Mahoney explained the need for the work which consists of providing and installing security and electrical improvements and replacements necessary to meet requirements of FERC and electrical utility interconnection agreements. Mr. Keilwitz explained the contractor is already on site and is familiar with the project site, the scope of work and the outside agency requirements. The project tasks are safety and security sensitive.

At 9:12 a.m., the Board recessed to a Study Session. Mr. Lochhead conducted the Study Session, which included an update on 2013 System Development Charges, a presentation regarding the Mobile Workforce Project, a presentation concerning the Youth Education Program, and an update and discussion of the S/MWBE Program.

No further business appearing, the Study Session concluded at 11:16 a.m. and the Board voted unanimously to adjourn into Executive Session.

#### **EXECUTIVE SESSION**

On Wednesday, November 28, 2012, commencing approximately at 11:20 a.m. in the Manager's Office, located in the Administration Building, 1600 West 12th Avenue, Denver, Colorado, the Board of Water Commissioners met in Executive Session. The following matters which are authorized by C.R.S. § 24-6-402 or D.R.M.C. § 2-34 were discussed during the Executive Session:

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1. Attorney-Client Matters § 24-6-402(4)(b)
2. Personnel Matters § 24-6-402(4)(f)(I)

There being nothing further for the Board to consider, the Executive Session concluded at approximately 11:31 a.m.

  
Secretary

  
President