

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

Open Session

SEPTEMBER 12, 2012

Pursuant to Notice, the Regular Meeting of the Board of Water Commissioners was held Wednesday, September 12, 2012 beginning at 8:38 a.m. in the Board Room, Room 309, 1600 West 12th Avenue, Denver, Colorado. Members of the Board present during the Regular Meeting were:

H. Gregory Austin, President
John R. Lucero, First Vice President¹
Thomas A. Gougeon, Vice President
Paula Herzmark, Vice President
Penfield W. Tate, III, Vice President¹

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	K. Balu, <i>Acting</i> Director of Human Resources
P. A. Carey, Manager of Purchasing and Contracting	M. L. Walker, Attorney
U. Sharma, Treasurer	P. B. Coleman, Chief Internal Auditor
T. L. McGuire-Collier, Manager of Media Relations	

¹ Due to unavoidable conflicts, Commissioners Lucero and Tate were detained. They arrived during the Board's consideration of Agenda Item V-B-2.

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G. Fisher, Manager of Demand Planning	V. L. Gaiter, Engineering Specialist
M. Garcia, Jr., Engineer	A. S. Turney, Chief of Distribution and Property Management
G. W. Booth, Manager of Real Estate	D. M. Hamm, Staff Analyst
D. D. Shable, Engineer	S. L. Chesney, Manager of Media and Executive Communications
T. Cristiano, Manager of Rate Administration	T. R. Thompson, Media Relations Coordinator
C. L. Ward, Senior Internal Auditor	E. W. Helgeson, Rate Analyst
S. N. Niemi, Rate Analyst	M.E. Elliott, Assistant Director of Public Affairs – Government, Stakeholder Relations and Conservation
K. M. Balu, Contract Specialist	K. E. Burkhart, Internal Communications Specialist
J. A. Figurelli, Budget Analyst	D. L. Pacetti, Sustainability Coordinator
V. L. Nealey, Office Management Assistant	J. J. Bogner, Treasury Analyst
K. J. Knoll, Manager of Stakeholder Relations	T. A. Bryant, Project Manager, Accounting
Pat Fitzgerald, Platte Canyon Water and Sanitation District and Southwest Metropolitan Water and Sanitation District	Kenneth Ho, Trammell Crow
John Warford, Cherry Creek Valley Water & Sanitation District	
Mike Sullivan, Trammell Crow	Bill Mosher, Trammell Crow
Mike Turzanski, Cushman Wakefield	Tom Hootman, RNL Architects
Tom Wiener, RNL Architects	
Gene Schaefer, SDG, Inc.	

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Commissioner Austin called the meeting to order.

Commissioner Austin explained Commissioners Lucero and Tate were expected to arrive later in the meeting.

Upon motion regularly made, seconded and unanimously carried, the reading of the Minutes of the Regular Meeting of August 8, 2012 was dispensed with and such Minutes were approved.

Upon motion regularly made, seconded and unanimously carried, the Minutes of the Executive Session of August 8, 2012 were approved.

Commissioner Austin noted the Regular Meeting of August 22 had been cancelled due to lack of a quorum.

Public Comment

Commissioner Austin issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting. There was no response.

Upon motion regularly made, seconded and unanimously carried by the Commissioners then present, unless otherwise noted, the Board acted upon the following agenda items:

1. ITEM V-A-1: HUMAN RESOURCE CHANGES

Approved the human resource changes set forth in Agenda Item V-A-1 dated September 12, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "A."

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2. ITEM V-A-2: EMPLOYEES ELIGIBLE FOR REGULAR STATUS

The following employees were classified as regular employees of the Board, with all rights and privileges thereof, effective **September 1, 2012**, unless otherwise noted:

Employee Name	Employment Date	Retirement Plan Participation Date <small>Unless otherwise noted^</small>	Division/Section
Benko, Aaron T.	2012-02-27	2012-02-27	Operations and Maintenance Division Marston, #630
Ludwig, Scott A.	2012-02-27	2012-02-27	Operations and Maintenance Division Process Control & Instrument #780
Dennis, Patrick J.^	2011-05-23	2012-02-18 ^Exclude prior service as Temporary Status 05/23/2011 to 02/17/2012	Operations and Maintenance Division T&D Construction & Maintenance, #710
Fassio, Paul D.^	2011-04-11	2012-02-18 ^Exclude Prior Service as Temporary Status 04/11/2011 to 02/17/2012	Operations and Maintenance Division T&D Construction & Maintenance, #710
Gorman, Jaclyn M.	2012-02-21	2012-02-21	Planning Division Raw Water Planning #340

3. ITEM V-A-3: FIRST AMENDMENT TO AGREEMENT WITH CBRE, INC., FOR REAL ESTATE ACQUISITION BROKERAGE SERVICES

Approved the First Amendment to the May 25, 2012 Agreement with CBRE, Inc., Contract No. 14229A, to change the relationship with the consultant and to define compensation under the changed role, all as more particularly described in the First Amendment, a copy of which is attached to and incorporated in these Minutes as Exhibit "B."

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**4. ITEM V-A-4: DESIGNATION OF SURPLUS PROPERTY AT
ASHLAND RESERVOIR**

Determined that an 8,247 square foot parcel of property, located adjacent to West 29th Avenue, in SE ¼ Section 25, Township 3 South, Range 69 West, of the 6th Principal Meridian in Jefferson County, Colorado, as more specifically defined in the drawing attached to and incorporated in these Minutes as Exhibit "C", no longer useful for or required for waterworks purposes. The property is intended to be dedicated to the City of Wheat Ridge as a part of the Special Use Permit process ongoing for the Ashland Treated Water Storage Project.

**5. ITEM V-A-5: AUTHORIZATION OF ADDITIONAL FUNDS FOR DRY
BARREL FIRE HYDRANTS**

Authorized an additional amount of \$1,500,000 for acquisition of dry barrel fire hydrants pursuant to the November 9, 2011 contract with HD Supply Waterworks, LTD, Contract 13770A, for a total contract amount not to exceed \$1,920,000.

6. ITEM V-A-6: MAXIMO SOFTWARE UPGRADE

Authorized entering into Contract 14075A with Cohesive Information Solutions, Inc. to provide professional services in support of the upgrade of IBM Maximo Software, for the contract period September 12, 2012 through April 30, 2013, for a total contract amount not to exceed \$453,925.

**7. ITEM V-A-7: RATIFICATION OF CONTRACT WITH EDP
RECRUITING SERVICES, INC.**

Ratified action taken by the CEO/Manager on August 22, 2012, to enter into Contract 14486A with EDP Recruiting Services, Inc., to provide the services of Don Robinett, necessary for the Maximo system and JDE Financial System Upgrades, through October 31, 2013, at a charge of \$88 per hour for a total amount not to exceed \$210,000.

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8. **ITEM V-A-8: IT INFRASTRUCTURE — TECHNICAL SUPPORT SERVICES**

Approved entering into Contract 14502A with Talent Recruiters, Inc., to provide the services of Mark McHugh, as a part of the IT Disaster Recovery project plan, through December 27, 2013, at a charge of \$85 per hour, for a total contract amount not to exceed \$220,000.

9. **ITEM V-A-9: ENTERPRISE APPLICATION INTEGRATION SERVICES**

Approved entering into Contract 14505A with Maven Companies, Inc., to provide the services of Prasad Koukuntla, to provide enterprise application integration and TIBCO middleware support services, at a cost of \$95 per hour through December 27, 2013, for a total contract amount not to exceed \$235,600.

10. **ITEM V-A-10: CONTRACT FOR CONDUIT NO. 94 — 2012 REPAIRS, CONDUIT NO. 125 — REPAIR IN SOUTHPARK WAY, AND CONDUIT NO. 72 — ELECTRICAL ISOLATION AT E. COLORADO AVE. AND S. HOLLY ST.**

Authorized award of a contract to T. Lowell Construction, Inc., for Conduit No. 94 – 2012 Repairs; Conduit No. 125 – Repair in Southpark Way; and Conduit No. 72 – Electrical Isolation at E. Colorado Avenue and S. Holly Street, in the amount of \$570,000 for Bid Alternate I.

11. **ITEM V-A-11: WORK ORDER REVISION NO. 1 WITH RTD FOR THE CONDUIT NO. 74 RELOCATION IN SMITH RD. FROM MOLINE ST. TO PEORIA ST.**

Approved Work Order Revision No. 1 with RTD for the Conduit No. 74 Relocation Project in Smith Road from Moline Street to Peoria Street, Contract 12208A, in the amount of \$878,987.04.

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12. **ITEM V-A-12: CHANGE ORDER NO. 4 WITH REYNOLDS, INC. TO FURNISH AND INSTALL CONDUIT NO. 151 — CENTRAL PARK BOULEVARD FROM SMITH ROAD TO I-70**

Approved Change Order No. 4 in the amount of \$350,000 to the September 15, 2011 contract with Reynolds, Inc., Contract 13506A, to furnish and install Conduit 151 in Central Park Boulevard from Smith Road to I-70, all as more particularly described in the Change Order, a copy of which is attached to and incorporated in these Minutes as Exhibit "D."

13. **ITEM V-A-13: PERSONNEL POLICY REVISION: CHAPTER 10 – EMPLOYEE EVALUATIONS**

Approved revisions to Personnel Policy 10-3-(2), Performance Development Plan, to provide that an employee must successfully complete a PDP before bidding on an open position, all as more particularly described in the revised policy, a copy of which is attached to and incorporated in these Minutes as Exhibit "E."

14. **ITEM V-A-14: CONTRACTS SCHEDULED TO RENEW AND/OR REQUIRE ADDITIONAL FUNDING IN THE 4TH QUARTER OF 2012**

Approved renewal and/or additional funding as necessary for the following contracts which are scheduled to expire in the Fourth Quarter 2012:

Custody Agreement with the Bank of New York, Contract No. 07937A, for the contract period November 1, 2012 through October 31, 2013, at an additional cost of \$18,000;

Contract with Informatica Corporation to provide data analysis software, Contract No. 05261A, for the contract period January 1, 2013 through December 31, 2013, at an additional cost of \$28,500;

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Contract 05392A with LabWare, Inc., to provide LIMS Software, for the contract period October 20, 2012 through October 20, 2013, at an additional cost of \$23,000;

Contract 11358B with TIBCO Software, Inc., to provide BPM and EAI Software, for the contract period November 14, 2012 through November 14, 2013, at an additional cost of \$40,000;

Contract 10061A with Dataflux Corporation, LLC, to provide Power Profile Software/maintenance for the contract period January 1, 2013 through December 31, 2013, at an additional cost of \$11,000;

Contract 08049A with iET Solutions to provide ITSM Software for the contract period January 1, 2013 through December 31, 2013, at an additional cost of \$15,500; and

Contract 06968A with Bell & Howell LLC, to provide water bill inserting equipment and maintenance through June 30, 2013, at an additional cost of \$15,000,

all as more particularly described in the attachment to Agenda Item V-A-14 dated September 12, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "F."

15. **ITEM V-A-15: RATIFICATION OF CONSTRUCTION CONTRACT CHANGE ORDERS AND AMENDMENTS TO AGREEMENTS**

Ratified the Construction Contract Change Orders and Amendments to Agreements authorized by the CEO/Manager in the period July 2012 through August 2012 as follows:

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Change Order No. 2 to Contract 12423A with White Construction Group, Ltd. for remodeling the Wynetka Station;

Change Order No. 2 to Contract 12981A with R.E. Monks Construction Company LLC for the Harriman Dam renovation project;

Change Order No. 4 to Contract 13103A Construction Concepts, Inc., for the Ralston Dam and Reservoir caretakers' residences;

Change Order No. 4 to Contract 13225A with White Construction Group for security modifications at Dillon Dam;

Change Order No. 5 to Contract 13419A with Concrete Works of Colorado, Inc. for the 2011/2012 Vault Modification Project;

Amendment No. 1 to Contract 13398A with T. Lowell Construction for the Conduit No. 308 and Montbello Recycled Water Distribution Mains Project;

Change Order No. 1 to Contract 13852A with Restruction Corporation for the 2012 Structural Improvements Project at the Moffat Treatment Plant;

Second Amendment to Task Order Agreement 11136P with Shannon & Wilson, Inc., for Ralston Road Diversion Structure Geotechnical and Environmental Services;

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Sixth Amendment to Agreement 12351A with MWH Americas, Inc., for the Howe-Haller Interconnect Structures Project;

First Amendment to Task Order Agreement 13044B with Merrick & Company for the Denver Federal Center Utilities Infrastructure Project;

Second Amendment to Agreement 13374A with J. Kent Staffing, Inc., to provide temporary employment services;

Second Amendment to Agreement 14091A with Val-Matic Valve and Manufacturing Company, to provide butterfly valves; and

First Amendment to Agreement 14064A with Information and Computing Services, Inc., to provide warehouse code technology,

all as more particularly described in the attachment to Agenda Item V-A-15, dated September 12, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "G."

16. ITEM V-B-1: ADOPTION OF AMENDED STRATEGIC PLAN

Adopted the Amended Strategic Plan, a copy of which is attached to and incorporated in these Minutes as Exhibit "H" effective September 12, 2012.

Mr. Lochhead explained the Strategic Plan, which had been adopted March 9, 2011 had been modified to add five Organizational Values: Integrity, Respect, Vision, Excellence and Passion. The values were developed after discussions with employees and feedback provided in a 2011 Employee Survey. Mr. Lochhead explained the goals and priorities from March 9 had not changed.

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17. **ITEM V-B-2: AMENDMENT TO PERSONNEL POLICIES —
REDEPLOYMENT OF EMPLOYEES RESULTING FROM EFFICIENCIES²**

Adopted a new Section 8-8 of the Personnel Policies, a copy of which is attached to and incorporated in these Minutes as Exhibit "I," to address the situation where, as a result of efficiency initiatives, the job duties of an employee may require modification or reassignment to a vacant position or a new position fulfilling an unmet need of Denver Water.

Ms. Wells explained the need for the policy. Under the proposed policy, redeployment means a reassignment of an employee to a vacant position or a new position without affecting the employee's salary, pay grade or status. Redeployment will require consensus of the current and future supervisor, as well as the Director of Human Resources. Ms. Wells opined that there could be an instance in a proposed redeployment where the Director of Human Resources might need to waive formal education or experience requirements. The policy includes a six-month transition period. In response to questions from the Commissioners, Ms. Wells also clarified that adoption of a redeployment policy would not eliminate the Board's ability to adopt a reduction in force. A redeployment would require modification of job duties, whereas a reduction in force would eliminate job duties.

The Commissioners noted the proposed policy could require further modification. The Commissioners requested that Staff provide a semi-annual report to the Board of redeployment activities, including a description of jobs created.

18. **ITEM V-B-3: AMENDMENT TO CHAPTER 9 OF THE OPERATING
RULES REGARDING TAPS IN MASTER METER DISTRICTS**

Approved Amendment to Operating Rules 2.02.3, 9.02.1 and 9.02.2.d, as are more particularly described on Exhibit "J" attached to and incorporated in these Minutes, involving responsibility for taps on water mains 2" and smaller in Master Meter Districts.

² Commissioners Lucero and Tate joined the meeting during the Board's consideration of Agenda Item V-B-2.

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Mr. Lowe explained that a Rapid Improvement Event (RIE) was convened July 30 to review the tapping responsibilities in Master Meter Districts. Under the previous policy, Denver Water had responsibility for making taps in Master Meter Districts. A team, including representatives of the distributors was convened to review the procedures, Operating Rules and Engineering Standards. As a result of the RIE, it was proposed that the Operating Rules be changed to authorize Master Meter Districts to make changeover taps themselves and send pertinent information to Denver Water. Mr. Lowe opined changing the rules will allow both the Master Meter Districts and Denver Water to save time and money and would eliminate redundant work. Denver Water will continue to provide support to Distributors if requested. In the future, if Denver Water makes taps in Master Meter Districts, it will be reimbursed the cost of such activities.

Mr. Fitzgerald commented on the positive outcome of the review process and expressed appreciation for Denver Water's invitation to Distributors to include participant representatives. Mr. Fitzgerald suggested that distributor representatives be invited to future events which might impact distributors. Mr. Fitzgerald agreed with Mr. Lowe's assessment that changing the rules and procedures would help both Denver Water and the Distributors.

19. **ITEM V-B-4: Amendment to Chapter 17 of the Operating Rules**

Approved Amendment to Operating Rule 17.04.4 regarding appeal hearing procedures to provide as follows:

17.04.4 Exchange of Evidence. At least 15 days prior to a scheduled hearing date, the parties shall exchange and simultaneously submit to the Hearing Officer the exhibits to be offered at the hearing and lists of witnesses to be examined at the hearing. If a party intends to examine an expert witness at the hearing, a written summary of the expert's testimony or the expert's report, if one has been prepared, shall be included in the exchange and submission required by this subsection. The summary shall contain the qualifications of the expert and a complete statement describing the substance, basis and reasons for all opinions to be expressed.

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No other pre-hearing discovery will be allowed unless one party has previously acquired documents related to the hearing under the Colorado Open Records Act or by other means, in which case the hearing officer may allow additional discovery to the other party as necessary to remedy any imbalance in the information available to the parties.

Mr. Lochhead explained the adoption of the proposed amendment was necessary because entities had been relying upon the Colorado Open Records Act as a surrogate for discovery. The existing rule, when adopted in 2007, anticipated a limited exchange of information and discovery in connection with resolution of contract disputes.

20. **ITEM V-D-1: CREATION OF RESIDENTIAL MULTIPLEX CUSTOMER CLASS**

Approved Creation of a Residential Multiplex Rate Class using the single family rate structure with blocks adjusted for the number of units.

Mr. Cristiano explained, beginning around 2002 with the Stapleton Redevelopment, single-family structures began to be constructed around a common open space area. In many instances the homes were constructed so that they did face a public street, where the distribution main is located. Because of the difficulty of locating multiple service lines in a small area of the distribution main, Denver Water began allowing the grouping of single-family residences to be served through a single meter. The current residential multiplex configurations include between four and sixteen structures per meter. The residential multiplexes have been classified as single-family residential, multi-family, or all other non-residential and as a result have paid very different rates. Mr. Cristiano explained the difficulty of classifying the new residential multiplex developments within the existing rate structures. The proposed solution is to apply single-family rate structures to all existing and future multiplexes and to adjust block thresholds based upon the number of structures.

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The Commissioners questioned whether the proposed rate structure would provide an incentive to individual customers to follow the conservation model which had been established by the Board. The Commissioners questioned whether sub-meters would be an appropriate means of having a direct relationship with individual customers. Commissioner Lucero noted the need to coordinate any proposed changes to the Operating Rules necessary to address the new residential configuration with the City's building codes. The Commissioner suggested that, while they approved the creation of the new customer class, further refinement was expected as the staff continues to work to address issues raised by the residential configurations.

21. **ITEM V-E-1: CONTRACT FOR THE ASHLAND RESERVOIR TANK REPLACEMENTS EARLY WORK**

Approved entering into a contract with Western Summit Construction, Inc., for the Ashland Reservoir Tank Replacement Early Work Project, at a cost not to exceed \$137,668.

Mr. Garcia provided an update regarding the Ashland Reservoir Tank Replacement Project, which is ongoing in the City of Wheat Ridge. Mr. Garcia noted the designation of surplus property approved by the Board earlier in the meeting has a necessary part of the project. Mr. Garcia explained the need to isolate the two existing reservoirs in order to be able to demolish the West Basin and rebuild a west tank while the East Basin is still in operation, and to switch the operations to the west tank while the east tank is demolished and reconstructed. Mr. Garcia introduced Gene Schaefer of SDG, the primary engineering consultant for the project and explained that a majority of the construction would take place in 2013. Western Summit Construction was competitively selected in September 2011 to act as a construction manager at risk for the tank replacement project. The Ashland Reservoir is the oldest operating facility in the treated water system.

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22. ITEM V-E-2: DESIGNATION OF SURPLUS PROPERTY AT MONTCLAIR PUMP STATION AND RESERVOIR

Declared a 19,200 square foot parcel of property located in the Northeast Quarter of Section 5, Township 4 South, Range 67 West, of the 6th Principal Meridian in the City and County of Denver, and as further described on the parcel map attached to and incorporated in these Minutes as Exhibit "K," no longer useful for or required for waterworks purposes and authorized conveyance of such property to the City and County of Denver for a park, reserving necessary easements for water facilities.

Ms. Turney explained the property located at the northwest corner of 11th Avenue and Quebec Street was originally part of the Montclair Pump Station, which had been decommissioned in January 2009. The property to the east of Quebec will continue to be owned by the Board and used for the Recycled Water Project. The property was identified by the City and County of Denver in a 2011 MOU between Denver Water and the City as a property which would be conveyed to the City for expansion of the City's Denison Park.

23. ITEM VI-B-1: DISCUSSION AND INFORMATION: PROPOSED 2013 REVENUE REQUIREMENTS

Mr. Cristiano and Mr. Fisher presented information to the Board regarding the 2013 Budget and revenue requirements. The proposed 2013 Budget and revenue requirement are \$310 million. Mr. Cristiano's presentation included a proposed financial plan based on a 2.5% rate increase. Mr. Cristiano described the cost-of-service process that had been utilized to determine the proposed 2013 rates. Mr. Cristiano noted the service charge would not change for 2013 and that increases will vary by customer class and usage. Mr. Cristiano compared existing and proposed 2013 rates for inside City, Read-and-Bill and Total Service customers.

The proposed rates will be presented at the Distributors' Forum on September 18 and to the CAC at its meeting on September 20. The proposed rates will be presented to the Board for adoption at the September 26th meeting.

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Mr. Fitzgerald expressed concerns about the differences in the rate increases between Read-and-Bill and Total Service customers. Mr. Fitzgerald explained the Distributors and their consultant intended to meet with Mr. Cristiano before the next Board meeting, and he expressed his appreciation for the process that had been undertaken by Staff in working with the Distributors to keep them informed of the proposed increases. Mr. Fitzgerald opined that rates in Distributor Contract Services areas should run on parallel tracks with rates for Inside-City users. Commissioner Austin thanked Mr. Fitzgerald for his comments.

24. **ITEM VI-B-2: DISCUSSION AND INFORMATION: CAMPUS PLAN VISIONING SESSION**

The Campus Plan discussion commenced at 10:00 a.m. and was conducted as a Study Session lasting approximately one hour.

Jeremy Ross introduced Kenneth Ho, Bill Mosher, Mike Turzanski, Mike Sullivan, Tom Hootman and Tom Wiener. The purpose of the session was to identify key sustainability priorities and objectives for the Denver Water campus. The Commissioners, Staff, and consultants discussed the need to view the entire campus, rather than a particular structure and the need to arrive at a plan which would address the long-term use of the campus. The Commissioners emphasized the need for fiscal responsibility in considering construction of replacement or new facilities.

25. **ITEM VI-F-1: DISCUSSION AND INFORMATION: MONTHLY INVESTMENT PORTFOLIO REPORT**

The Commissioners received the unaudited report titled, "Denver Water Investment Portfolio Report (August 31, 2012)" as set forth in Agenda Item VI-F-1 dated September 12, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "L."

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26. ITEM VI-F-2: DISCUSSION AND INFORMATION: DENVER WATER EMPLOYEES' RETIREMENT PLAN TRUST FUND (JULY 2012)

The Commissioners received the report, "Denver Board of Water Commissioners Retirement (Plan) Trust Fund Monthly Performance Snapshot (July 2012), as set forth in Agenda Item VI-F-2, dated September 12, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "M."

27. ITEM VI-F-3: DISCUSSION AND INFORMATION: VARIANCE REPORT

The Commissioners received a report of September 12, 2012 Board Items identified as a variance from the original budget, a copy of which is attached to and incorporated in these Minutes as Exhibit "N."

28. ITEM VI-F-4: DISCUSSION AND INFORMATION: EMPLOYEES' RETIREMENT PLAN TRUST FUND QUARTERLY REVIEW

The Commissioners received the report "Employees Retirement Plan Trust Fund Quarterly Review, Second Quarter 2012" dated August 22, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "O."

29. ITEM VI-F-5: DISCUSSION AND INFORMATION: BUDGET STATUS SUMMARY

The Commissioners received the report "2012 Year-to-Date Board Budget Status Summary" as of August 31, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "P."

30. ITEM VI-G-1: SCHEDULING OF FUTURE BOARD MEETINGS

The Board confirmed a Study Session will take place on **Wednesday, September 26, 2012, at 9:00 a.m.** in the Board Room, Room 309, 1600 W. 12th Avenue, Denver, Colorado. At the September 26 meeting, the Board will adopt the 2013 Budget and 2013 Rate Schedules. Other action items may be included in the Agenda, which will be posted prior to the meeting. A portion of the meeting will take place in Executive Session.

