

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

Open Session

APRIL 11, 2012

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, April 11, 2012 beginning at 9:08 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 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
B. D. Good, Deputy Manager of Organizational Improvement	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
U. Sharma, Treasurer	P. B. Coleman, Chief Internal Auditor
T. L. McGuire-Collier, Assistant Director of Public Affairs – Communication and Marketing	M. L. Walker, Attorney

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T. Cristiano, Manager of Rate Administration	D. Wyman, Distribution Projects Coordinator
D. M. Hamm, Staff Analyst	M. O'Neill, Manager of Accounting
G. Zervos, Accountant	R. G. Steger, Manager of Raw Water Supply
D. M. Raitt, Construction Project Manager	M. Leister, Chief of Construction Management
J. Plonsky, Accountant	M. A. Thomas, IT Infrastructure Tech
J. Light, Engineer	L. M. George, Administrative Assistant
D.B. Engleman, Senior Benefits Administrator	G. Brockett, Human Resource Specialist
A. Chotiner, Accountant	M.E. Elliott, Assistant Director of Public Affairs – Government, Stakeholder Relations and Conservation
K. A. Bates, Attorney	T. Lowe, Manager of Sales Administration
N. F. Sperandeo, Recreation Manager	T. Chavez, Community Relations Specialist
S. Chesney, Manager of Media and Executive Communications	G. C. Berg, Treasury Analyst
G. Fisher, Manager of Demand Planning	D. H. Kennedy, Environmental Scientist
K. A. Pollock, Superintendent of Water Treatment	P. Daukas, Manager of Environmental Planning
K. D. Kuykendoll, Staff Analyst	S. Miller, Manager of Health Care Administration
S. A. Pelczarski, IT Application Developer	K. L. Urie, Environmental Scientist
A. Rettig, Treasury Analyst	J. S. Walker, Contracts Supervisor
Kim Casey, Kutak Rock, LLP	Ken Guckenberger, Kutak Rock, LLP
Dan Lynch, Kutak Rock, LLP	Helen Cregger, Piper Jaffray

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Terry Arnold, Montgomery Watson Harza	Jill Wuertz, City and County of Denver, Department of Parks & Recreation
Steve Moran, Suple Advertising	Mike Suple, Suple Advertising
Georgeann Becker, Peck Shaffer	Dan Lynch, KPMG, LLP
Rod Filliben, KPMG, LLP	Erin Herlihy, KPMG, LLP
Theresa Myers, Great West Retirement Services	Trampus Bright, Great West Retirement Services
Corey Reavis, Great West Retirement Services	Mary Brauer, Reinhart Boerner Van Dueren
Sean Waters, Cook Street Consulting, Inc.	

Commissioner Austin called the meeting to order.

Upon motion regularly made, seconded and unanimously carried, the reading of the Minutes of the Regular Meetings of March 14 and March 28, 2012 was dispensed with and such Minutes were approved.

Upon motion regularly made, seconded and unanimously carried, the Minutes of the Executive Sessions of March 14 and March 28, 2012 were approved.

Public Comment

Commissioner Austin invited members of the public to comment to the Board on any matter 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:

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

Approved the human resource changes set forth in Agenda Item V-A-1 dated April 11, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "A," effective the pay period ending **March 30, 2012** unless otherwise noted.

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 **April 1, 2012**, unless otherwise noted:

Employee Name	Employment Date	Retirement Plan Participation Date <small>Unless otherwise noted^</small>	Division/Section
Paul A. Carey	09/27/2011	09/27/2011	Finance Division, Purchasing, #130
Kevin J. Long	09/12/2011	09/12/2011	Information Technology Division, #160
Mohan Asundaram Radhakrishnan	09/26/2011	09/26/2011	Information Technology Division, #160
Scott J. Stephen	09/26/2011	09/26/2011	Operations and Maintenance, O&M Business Support, #790
Mitchell T. Berggren	09/21/2011	09/21/2011	Planning Division, Water Rights, #330

3. ITEM V-A-3: CONTRACT FOR BUTTERFLY VALVES AND ACTUATORS

Authorized award of a contract to Val Matic Valve & Manufacturing Corp., to furnish Butterfly Valves and Actuators for the contract period April 11, 2012 through December 31, 2012, for a total contract amount not to exceed \$323,426.

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4. **ITEM V-A-4: CONTRACT FOR TRENCH SHORING EQUIPMENT RENTALS**

Authorized award of a contract to United Rentals Northwest, Inc., to supply OSHA-compliant trench shoring equipment for the contract period April 1, 2012 through March 31, 2013, at a cost not to exceed \$300,000.

5. **ITEM V-A-5: CONTRACT FOR ASPHALT AND CONCRETE SAW CUTTING SERVICES**

Authorized award of a contract to Straight Line Sawcutting, Inc., to provide asphalt and concrete saw cutting services as required, for the contract period May 1, 2012 through April 30, 2014, for a total contract amount not to exceed \$400,000.

6. **ITEM V-A-6: AUTHORIZATION OF ADDITIONAL FUNDS FOR HAULING SERVICES**

Authorized an additional \$150,000 to the May 1, 2010 contract with P & H Equipment, Inc., Contract 12751A, to provide hauling services through April 30, 2012, for a total amended contract amount of \$1,750,000.

7. **ITEM V-A-7: CONTRACT FOR HAULING SERVICES**

Authorized award of a contract to Toby Cordova's Trucking LLC to provide hauling services for the period May 1, 2012 through April 30, 2014, for a total contract amount not to exceed \$2,600,000.

8. **ITEM V-A-8: CONTRACT FOR CAST IRON VALVE BOX COMPONENTS**

Authorized award of contract to Castings, Inc. to supply Denver Water's requirements of cast iron valve boxes and valve box components for the contract period March 1, 2012 through February 28, 2014, for a total contract amount not to exceed \$450,000.

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**9. ITEM V-A-9: AUTHORIZATION OF ADDITIONAL FUNDS AND
EXTENSION OF CONTRACT FOR PVC PIPE**

Authorized an additional \$200,000 to the May 1, 2011 contract with HD Supply Waterworks, LTD, Contract 13430A to supply polyvinyl chloride pressure pipe, for a total contract amount not to exceed \$495,000, and extension of the contract to June 30, 2012.

**10. ITEM V-A-10: AUTHORIZATION OF ADDITIONAL FUNDS AND
EXTENSION OF CONTRACT FOR WASTE DISPOSAL SITE**

Authorized amendment to the May 17, 2010 contract with Albert Frei & Sons, Inc., Contract 13002A, to provide an approved spoils waste disposal site through April 30, 2014, for an additional \$1,300,000, and a total amended contract amount not to exceed \$3,300,000.

**11. ITEM V-A-11: AUTHORIZATION OF ADDITIONAL FUNDS FOR
NEPTUNE WATER METER REGISTERS**

Authorized \$700,000 of additional funds under Contract No. 12911A with Finish Line Systems, LLC, to supply Neptune Water Meter Registers through January 31, 2013, for a total amended contract amount not to exceed \$4,200,000.

**12. ITEM V-A-12: MASTER METER, READ AND BILL AND TOTAL
SERVICE WATER SERVICE AGREEMENT – ALAMEDA WATER AND
SANITATION DISTRICT**

Approved a consolidated water service agreement with the Alameda Water and Sanitation District, Contract No. 158, to include provisions of Master Meter, Read and Bill and Total Service contracts.

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13. ITEM V-A-13: CONTRACT EXTENSION WITH INFOFUSION, LLC FOR GIS SOFTWARE DEVELOPMENT SERVICES

Approved extension of the April 13, 2012 contract with InfoFusion, LLC, Contract 13559A, to provide the services of Jerry Goetsch, through October 2012, which services include development of GIS software for the E-Map project at a billing rate of \$110 per hour for a total additional amount of \$117,600, and a total amended contract amount not to exceed \$327,600.

14. ITEM V-A-14: 2012 ASSESSMENT TO THE SOUTH PLATTE WATER RELATED ACTIVITIES PROGRAM, INC. IN SUPPORT OF THE PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM

Approved payment of the 2012 Assessment in the amount of \$410,185.08 to the South Platte Water Related Activities Program, Inc., a Colorado non-profit corporation, which funds are used for the Platte River Recovery Implementation program.

15. ITEM V-A-15: HARRIMAN DAM IMPROVEMENTS-JOHNSON LATERAL CROSSING WEST QUINCY AVENUE

Approved entering into an Intergovernmental Funding Agreement with the County of Jefferson necessary for the design and construction of an enlarged Johnson Lateral under West Quincy Avenue, at a cost not to exceed \$125,000, all as more particularly described in the Intergovernmental Funding Agreement, a copy of which is attached to and incorporated in these Minutes as Exhibit "B."

16. ITEM V-A-16: DESIGNATION OF SURPLUS PROPERTY AT ANTERO RESERVOIR

Approved declaration of a 6.1 acre parcel of property at Antero Reservoir as more particularly described on Exhibit "C," attached hereto, no longer useful for or required for water works purposes, and authorized conveyance of such property to Park County for a road right-of-way, all as more particularly set forth in an Intergovernmental Agreement between the parties dated January 27, 2011, Contract 13463A.

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**17. ITEM V-A-17: CHANGE ORDER NO. 11 WITH MOLTZ CIVIL, LLC
FOR THE WILLIAMS FORK SMALL HYDRO/OUTLET WORKS**

Approved Change Order No. 11, in the amount of \$57,967 to the October 28, 2009 contract with Moltz Civil, LLC, Contract 11596A, for the Williams Fork Small Hydro/Outlet Works Project, a copy of which is attached to and incorporated in these Minutes as Exhibit "D."

**18. ITEM V-A-18: CHANGE ORDER NO. 6 WITH REYNOLDS, INC. TO
FURNISH AND INSTALL CONDUIT 302**

Approved Change Order No. 6, in the amount of \$112,349.60 to the February 9, 2011 contract with Reynolds, Inc., Contract 12965A, to furnish and install Conduit 302, a 36-inch recycled water pipeline from East 33rd Avenue and Boston Street to East 47th Avenue and Peoria Street, all as more particularly described in the Change Order, a copy of which is attached to and incorporated in these Minutes as Exhibit "E."

**19. ITEM V-A-19: CHANGE ORDER NO. 1 WITH REYNOLDS, INC. TO
FURNISH AND INSTALL CONDUIT NO. 151**

Approved Change Order No. 1, in the amount of \$57,014.19, to a September 15, 2011 contract with Reynolds, Inc., Contract 13506A, to furnish and install Conduit 151, a combination of 36-inch and 24-inch treated water pipelines, 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 "F."

**20. ITEM V-A-20: AMENDMENT NO. 1 TO CONTRACT WITH REYNOLDS,
INC. TO FURNISH AND INSTALL CONDUIT NO. 151**

Approved Amendment No. 1 in the amount of \$313,638.57 to the September 15, 2011 contract with Reynolds, Inc., Contract 13506A, to furnish and install Conduit No. 151 in Central Park Boulevard from Smith Road to I-70, all as more particularly described in the Amendment, a copy of which is attached to and incorporated in these Minutes as Exhibit "G."

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21. ITEM V-A-21: AWARD OF CONTRACT FOR CONDUIT NO. 308

Authorized award of a contract to T. Lowell Construction, Inc., to furnish and install approximately 20,000 linear feet of 24-inch diameter recycled water pressure pipe (Conduit No. 308) from Peoria Street and East Andrews Drive to Chambers Road and East 56th Ave, and approximately 23,000 linear feet of 4-inch to 12-inch diameter recycled water distribution mains and appurtenances, necessary for the Montbello Recycled Water Distribution Mains Project, at a cost to the Board of \$7,300,000.

22. ITEM V-A-22: THIRD AMENDMENT TO AGREEMENT WITH JACOBS ENGINEERING GROUP, INC. FOR THE DESIGN OF CONDUIT NO. 308 AND THE MONTBELLO RECYCLED WATER MAINS PROJECT

Authorized the Third Amendment to the April 29, 2011 agreement with Jacobs Engineering Group, Inc., in the amount of \$605,210, for design of Conduit No. 308 and the Montbello Recycled Water Mains Project for a total amended contract amount not to exceed \$958,814, all as more particularly provided in the Third Amendment, a copy of which is attached to and incorporated in these Minutes as Exhibit "H."

23. ITEM V-A-23: RATIFICATION OF CONSTRUCTION CONTRACT CHANGE ORDERS AND AMENDMENTS TO AGREEMENTS

Ratified Construction Contract Change Orders and Amendments to Agreements authorized by the Manager/CEO in February and March 2012, as follows:

Change Order No. 9 to Contract 11596A with Moltz Civil, LLC, for the Williams Fork Small Hydro/Outlet Works Project;

Change Order No. 2 to Contract 12582A with BT Construction, Inc., for the Dunes Reservoir Outlet Works Project;

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Change Order No. 3 to Contract 12865A with Archer Western Construction, LLC, for the Elizabeth Street Pump Station Conversion Project;

Change Order No. 1 to Contract 13419A with Concrete Works of Colorado, Inc., for the 2011-2012 Vault Modification Project;

Second Amendment to Task Order Agreement 11116L with Geocal, Inc. for Vault Site subsurface investigations;

First Amendment to Construction Management Task Order Agreement 13048C with RG and Associates, LLC, for the Foothills Treatment Plant Chlorine Contact Basin Weir Wall Gate and Roof Drain Storm Sewer Project;

Second Amendment to Agreement 13420A with Jacob Engineering Group, Inc., for Conduit No. 308 and Montbello Recycled Water Mains; and

Amendment to a Rental Agreement 12375A with Worldwide Equipment, for rental of heavy equipment,

all as more particularly described in the Attachment to Agenda Item V-A-23, dated April 11, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "I."

24. **ITEM V-B-1: PERSONNEL POLICY CHANGE — CHAPTER 6 –
DRUG AND ALCOHOL POLICIES AND DEFINITIONS**

Effective April 11, 2012, approved the following modification to the Personnel Policies: 6-1-(2)(g) Definitions. For purposes of these policies, the following definitions will apply.

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(g) Use of Alcohol. The “Use of Alcohol” means an employee tested under this policy has an alcohol concentration of more than .02 grams of alcohol per 210 liters of breath or per 100 milliliters of blood, but is not “Impaired by Alcohol.” **“Use of Alcohol” also means the consumption of alcohol or the possession of alcohol in open or unsealed containers on Denver Water property (excluding Denver Water provided housing), in Denver Water vehicles, or in an employee’s personal vehicle if being used for Denver Water business purposes.**

25. **ITEM V–B–2: PERSONNEL POLICY CHANGES — CHAPTER 11 – CORRECTIVE ACTIONS**

Effective April 11, 2012, approved modification of Sections 11-5-(4) and 11-6-(3)(a) of the Personnel Policies regarding the need for an employee appealing a corrective action to provide a Statement of the reason and supporting facts, all as more particularly described in the revised Sections, copies of which are attached to and incorporated in these Minutes as Exhibit “J.”

26. **ITEM V–D–1: SERIES 2012 MASTER RESOLUTION REVENUE BONDS**

Adopted the Fifth Supplemental Resolution authorizing amendments to the Master Bond Resolution relating to Water Revenue Bonds, attached hereto as Exhibit “K” and the Sixth Supplemental Bond Resolution authorizing Master Resolution Water Revenue Bonds, Series 2012A and Master Resolution Water Refunding Revenue Bonds, Series 2012B and Series 2012C (Taxable), a copy of which is attached to and incorporated in these Minutes as Exhibit “L” and instructed the Director of Finance and/or the Treasurer to continue to complete the planned sale and refunding of up to \$162 million of Master Resolution Water Revenue Bonds, Series 2012.

Ms. Bricmont introduced Kim Casey, Ken Guckenberger and Dan Lynch of Kutak Rock, (Disclosure Counsel), Georgeann Becker of Peck Shaffer, (Bond Counsel), and Helen Cregger of Piper Jaffrey (Financial Advisor). Ms. Bricmont reported a competitive sale of the Series 2012A bonds is planned for May 15, 2012, with a negotiated sale for the refunding issues to take place within several days of the competitive sale.

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27. ITEM V-E-1: REFUND TO KEN CARYL WATER & SANITATION DISTRICT

Authorized a refund of \$296,184.54 to the Ken Caryl Water & Sanitation District for overbilling for water supplied during the period March 2011 through December 2011.

Ms. Anderson reported the District and Denver Water have been working to address billing irregularities since 2009. The refund authorized by the Board is the second such refund and was calculated by using the District's customer billing records and adding back in a historic loss rate. Although new meters were installed in July 2011, the meter configuration was not restored to a normal configuration until December 6, 2011.

28. ITEM V-E-2: AUTHORIZATION TO PROVIDE MATCH TO THE UNITED STATES NATIONAL RESOURCE CONSERVATION SERVICE FOR EMERGENCY RESTORATION GRANT FUNDING FOR THE LOWER NORTH FORK FIRE

Approved allocation of up to \$250,000 to be used as a 25% match toward NRCS grant funding for remediation efforts associated with the Lower North Fork Fire. The funds would likely be used for aerial seeding and mulching together with other immediate restoration techniques necessary to stabilize the burn area of the Lower North Fork Fire.

Mr. Kennedy provided an update regarding the Lower North Fork Fire, a wildfire of approximately 3500 acres, which burned approximately 1100 acres of Denver Water's forested lands upstream of Strontia Springs Reservoir. Mr. Kennedy described the location of the Lower North Fork Fire and compared it with previous fires in the South Platte Drainage Basin upstream of Strontia Springs Reservoir. There are two major drainage basins within the Lower North Fork Fire perimeter: Willow Creek and Long Gulch. Long Gulch which is the larger of the two basins, contains very steep terrain and was more severely impacted than Willow Creek. An economic evaluation of the fire area will be used by NRCS to determine whether emergency funds would be available for restoration activities.

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Ken Pollack then described the short and long term impacts of the fire on water quality at Strontia Springs Reservoir. Mr. Pollack opined the increased sediment load into the Reservoir, primarily from rain events, would require additional chemical treatment at the Foothills Treatment Plant. Denver Water has begun sampling the affected drainages to be able to anticipate the need for additional water treatment procedures.

Jeff Martin provided an update regarding upstream sediment management strategies which have been undertaken by Denver Water prior to the fire. Structural solutions in burned areas could include the establishment of check dams, which structures have been found to be successful in slowing the velocity of sediment-laden streams, both in Goose Creek and Turkey Creek. Denver Water is currently evaluating the feasibility of construction of a check dam in Long Gulch. Mr. Martin noted the long term operation and maintenance obligations would require periodic removal of sediment deposited behind the check dams. In response to questions from the Commissioners, Mr. Kennedy opined that construction of a check dam would require a NEPA process.

Mark Thomas explained the Board recently authorized purchase of a mass-notification system, which is a more robust notification system than a reverse 911 system. Mr. Thomas explained that Denver Water's mass notification system would be utilized information from a variety of sources and would use multi-media methods of alerting the affected public.

Mr. Lochhead reported the Governor had established a task force to review protocol involving prescriptive burns and Dave Little had been designated as Denver Water's representative to the task force. Staff noted one of the problems in addressing the wildfire potential of the Upper South Platte Basin was the amount of private property within the drainage basin. One of the issues that would need to be addressed would be how to address forest remediation efforts on private lands.

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29. **ITEM VI-B-1: DISCUSSION AND INFORMATION: 2012 (“ON-CALL”) GENERAL ENGINEERING AND CONSTRUCTION MANAGEMENT SERVICE CONTRACTS**

The Commissioners received reports of on-call general engineering services and construction management services for the period January 2012 through April 2012, copies of which are attached to and incorporated in these Minutes as Exhibits “M” and “N.”

30. **ITEM VI-B-2: DISCUSSION AND INFORMATION: GENERAL ENGINEERING (“ON-CALL”) SERVICES CONTRACTS FUTURE 2012 SOLICITATION**

Requests for Proposals for 17 general engineering disciplines, 9 construction management disciplines, one Operation and Maintenance discipline, and 5 planning consulting disciplines will be circulated in April. Following receipt of the proposals, the selected firms will be issued “No-Cost” Consultant Agreements, which define the terms of the contractual relationship and support future task orders. The on-call contracts are planned to be brought to the Board for consideration at the August 8, 2012 meeting.

31. **ITEM VI-B-3: DISCUSSION AND INFORMATION: REVIEW OF PROPERTY BURDENS AND DISPOSALS 4TH QUARTER 2011**

The Commissioners received a report for the Fourth Quarter 2011 of actions taken by the CEO/Manager or his designees under the authority granted to him by the Board to burden or dispose of Board property, or involve the expenditure of more than \$10,000, a copy of which is attached to and incorporated in these Minutes as Exhibit “O.”

32. **ITEM VI-B-4: DISCUSSION AND INFORMATION: 2011 AUDITED FINANCIAL STATEMENTS**

Mike O’Neill, Manager of Accounting, introduced Rod Filliben and Erin Herlihy, representatives of KPMG, Denver Water’s external auditors. Mr. O’Neill explained copies of the audited financial statements prepared by KPMG had been provided to the Commissioners and to the City Auditor. Mr.

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Filliben highlighted the findings in the financial statements, the independent auditor's report, and the independent accountants' report on application of agreed-upon procedures for landfills. Mr. Filliben noted that the audit had resulted in an unqualified (clean) opinion and that there were no specific matters to be brought to the Board's attention regarding the audit.

33. **ITEM VI-B-6: DISCUSSION AND INFORMATION: LEGISLATIVE REPORT**

The Commissioners received a summary report "Denver Water Bills of Concern as of 4/4/2012", a copy of which is attached to and incorporated in these Minutes as Exhibit "P."

34. **ITEM VI-C-1: DISCUSSION AND INFORMATION: WATER SUPPLY AND DEMAND: DROUGHT UPDATE**

Mr. Steger presented an update of water supply conditions. Mr. Steger noted that the month of March was the driest on record and the April 1 snow pack in the Upper Colorado had dropped below that for 2002. Long range forecasts are that April through June precipitation will be below normal. Mr. Steger reported available water storage is higher than the historic average and also higher than occurred at the same time in 2001/2002. Mr. Steger then forecast July 1 storage contents based upon near-normal, dry and 2002-type weather between April 1 and July 1.

Based upon the current stream flow and water supply conditions, Staff suggested two options for the Board's consideration: Declare a Stage-One drought, or acknowledge drought-like conditions are existent and prepare customers for an eventual declaration of Stage One or Stage Two Drought in May or June. The Staff and Commissioners discussed the pros and cons of the two options in light of the fact that Denver Water customers have, since 2002, worked to curtail waste and to conserve water. Ms. McGuire-Collier explained that lead time was needed in order to create the necessary materials for Denver Water's customers. The Commissioners acknowledged the low flow stream conditions, but noted because of Denver Water's customers conservation ethic, Denver Water had higher than normal storage contents. Ms. Wells noted that if the Board were to declare a Stage One

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drought, Denver Water would reduce deliveries under its fixed-amount contracts.

The consensus of the Commissioners was that, while reservoirs are at a higher-than-normal level and would most likely receive additional storage amounts during the runoff, the concern has to be to look long-term. Based upon the discussions, Staff will draft resolutions and appropriate materials for the Board's consideration at the April 25 meeting for declaration of a Stage One drought condition.

35. **ITEM VI-B-5: DISCUSSION AND INFORMATION: CONSERVATION AD CAMPAIGN PRESENTATION**

Mr. Sukle presented a proposed 2012 advertising campaign strategy which would connect water use to the environment. Mr. Sukle noted that previous years' campaigns were to stop waste and that the impact of the 2012 campaign would be to inspire customers to take additional measures to reduce consumption because of its impact on the environment. Mr. Sukle explained that if the water supply conditions change, the advertising campaign included a contingency plan which would emphasize the need to save every gallon. Depending on water supply conditions, and the Board's future actions, the contingency plan would replace the proposed campaign to connect water use with the environment.

36. **ITEM VI-F-1: DISCUSSION AND INFORMATION: STATUS OF THE INVESTMENT PORTFOLIO**

The Commissioners received the report, "Denver Water Investment Portfolio as of March 31, 2012" as set forth in Agenda Item VI-F-1 dated April 11, 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "Q."

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37. **ITEM VI-F-2: DISCUSSION AND INFORMATION: DENVER WATER EMPLOYEES' RETIREMENT PLAN TRUST FUND**

The Commissioners received the report "Denver Board of Water Employees' Retirement Trust Fund Monthly Performance Snapshot: February 2012, a copy of which is attached to and incorporated in these Minutes as Exhibit "R."

38. **ITEM VI-F-3: DISCUSSION AND INFORMATION: STATUS OF CONTRACT WORK AND CONSULTANT SERVICES**

The Commissioners received the reports "Status of Contract Work" and "Status of Consultant Services" dated April 4, 2012, copies of which are attached to and incorporated in these Minutes as Exhibit "S" and "T."

39. **ITEM VI-F-4: DISCUSSION AND INFORMATION: NEW CONTRACT SUMMARY**

The Commissioners received a Report of Contracts entered into in the First Quarter of 2012 for amounts between \$10,000 and \$100,000 which report is attached to and incorporated in these Minutes as Exhibit "U."

40. **ITEM VI-F-5: DISCUSSION AND INFORMATION: BUDGET STATUS REPORT**

The Commissioners received the 2012 Year-to-Date Budget Status Summary for the period ending **March 31, 2012**, a copy of which is attached to and incorporated in these Minutes as Exhibit "V."

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

The Board confirmed a Study Session will take place on **Wednesday, April 25, 2012**, at **9:00 a.m.** in the Board Room, Room 309, 1600 W. 12th Avenue, Denver, Colorado. An Agenda will be posed prior to the meeting. A portion of the meeting will take place in Executive Session.

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The Board confirmed a Regular Meeting would take place on **Wednesday, May 9, 2012**, at **9:15 a.m.** in the Board Room, Room 309, 1600 W. 12th Avenue, Denver, Colorado.

No further business appearing, the Board voted unanimously to adjourn into a Trustee Meeting at approximately 10:58 a.m. The minutes of the Trustee Meeting are maintained separately.

The Trustee Meeting adjourned, the Board convened in Executive Session in the Board Room at approximately 11:54 a.m.

EXECUTIVE SESSION

On Wednesday, April 11, 2012, commencing approximately at 11:54 a.m. in the Board Room, 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:

1. Water Rights Discussion § 24-6-402(4)(b)
2. Property Report § 24-6-402(4)(a)
3. Attorney-Client Matters § 24-6-402(4)(b)
4. Confidential Report § 24-6-402(4)(c)

There being nothing further for the Board to consider, the Executive Session concluded at approximately 12:22 p.m.


Secretary


President