

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF WATER COMMISSIONERS

OPEN SESSION

March 9, 2016

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, March 9, 2015, beginning at 9:00 a.m. in the Board Room, Room 309, 1600 West 12th Avenue, Denver, Colorado. Members of the Board present during the Regular Meeting were:

Penfield W. Tate, III, President
John R. Lucero, First Vice President
Thomas A. Gougeon, Vice President
Paula Herzmark, Vice President
H. Gregory Austin, 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	M. King, Director of Planning
S. Covington, Director of Public Affairs	J.A. Anderson, Director of Customer Relations
B.D. Good, Deputy Manager of Organizational Improvement	T.J. Roode, Director of Operations and Maintenance
R.J. Mahoney, Director of Engineering	C.R. Dermody, Director of Information Technology
G. Cagle, Director of Human Resources	P.A. Carey, Manager of Purchasing and Contracting
C. Austin, Manager of Safety and Security	P.B. Coleman, Chief Internal Auditor
K. Bates, Attorney	D. Shable, Engineer
T. Bryant, Controller	M.E. Elliott, Assistant Director of Public Affairs – Government, Stakeholder Relations and Conservation
D.M. Hamm, Staff Analyst	M. Price, Division Office Business Manager
W.C. Austin, Manager of Safety and Security	

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A. Turney, Chief of Distribution & Property Management	B. Maulis, Contract Specialist
G. Hempelman, Engineer	S. Nelson, Staff Analyst
R. Franco, Manager of Emergency Response	P. Peschel, IT Support Specialist
S. Hall, Manager of Organizational Communication	C. Piper, Intergovernmental Affairs Coordinator
G. Heazlett, IT Manager of Operations/Client Support	B. Roman, Staff Analyst
C. Tittiger, IT Senior Support Specialist	J. Light, Engineer
R. Hutchinson, Office Management Assistant	K. Gedney, Contract Specialist
K. Knoll, Manager of Stakeholder Relations	Y. Her, Contracts Supervisor
J. Miller	E. Martinez, Manager of Total Rewards
S. Behar	P. McCoy, IT Senior Applications Specialist
J. Wacker-Farrand	K. Polack, IT Project Manager
P. Hewitt	Z. Campbell, System Manager of Water Quality/Treatment
	J. Spitze, IT Project Manager
	M. Moreau, Gallagher
	P. Marrs, Gallagher
	M. Cowan, Citizens Advisory Council
	C. Caulkins

Commissioner Tate called the meeting to order at 9:12 a.m.

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

Public Comment and Communications

Commissioner Tate issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting. Four members of the public addressed the Board with regard to its contract with G4S Secure Solutions (USA), Inc. for security services at Dillon Dam.

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Ms. Wacker-Farrand distributed materials from the group, which are attached to and incorporated in these Minutes as Exhibit A. She is a member of Coloradans for Justice in Palestine, and recommended that the Board consider other vendors when the G4S contract terminates.

Mr. Behren, a member of the group Jewish Voice for Peace, said that the Board should not renew its contract with G4S due to allegations of abuse in countries where the company runs prisons and detention centers.

Ms. Miller, a member of Friends of Sabeel, asked Denver Water to consider the cost and effect that G4S has on human rights in Israel. She respectfully asked that Denver Water consider not renewing its contract with G4S.

Ms. Hewitt, a member of Friends of Sabeel, stated that she is confident that Denver Water is committed to provide safety for the water supply system and would like Denver Water to adhere to a policy of social responsibility.

Commissioner Tate stated that although Denver Water's interest is narrower than the views expressed today he appreciated their concerns.

At 9:25 a.m. Commissioner Gougeon joined the meeting.

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 II-A-1: MINUTES OF FEBRUARY 10, 2016**

The reading of the Minutes of the Regular Meeting of February 10, 2016 was dispensed with and such Minutes were approved.

The Minutes of the Executive Session of February 10, 2015 were approved.

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2. ITEM II–A–2: MINUTES OF FEBRUARY 24, 2016

The reading of the Minutes of the Regular Meeting of February 24, 2015 was dispensed with and such Minutes were approved.

The Minutes of the Executive Session of February 24, 2015, were approved.

3. ITEM II–A–3: EMPLOYEES ELIGIBLE FOR REGULAR STATUS

The following employees were classified as regular employees of the Board, with all rights and privileges thereof, effective March 1, 2016, unless otherwise noted:

Employee Name	Employment Date	Division/Section
Auria B. Alvarado	8/10/2015	Customer Relations
Dora M. Sanchez Mancer	8/17/2015	Customer Relations
Justin W. Medina	8/24/2015	Information Technology
Bohan Ristic	8/24/2015	Information Technology
Casey A. Tango	8/24/2015	Operations & Maintenance
Melissa A. Galvan	8/10/2015	Operations & Maintenance
David H. Brown	8/10/2015	Operations & Maintenance
Adam C. Bruce	8/10/2015	Operations & Maintenance
Matthew A. Dungan	8/24/2015	Operations & Maintenance
Kevin M. Hobbs	8/10/2015	Operations & Maintenance
Erik C. Cancanon	8/17/2015	Operations & Maintenance
Branden J. Oldani	8/31/2015	Operations & Maintenance
Conor A. Peters	8/24/2015	Operations & Maintenance

4. ITEM II–A–4: EMPLOYEES HIRED ABOVE THE MIDPOINT

Approved hiring certain employees at a rate of pay higher than the mid-point of the pay range for their respective positions, as shown in Agenda Item II-A-4, a copy of which is attached to and incorporated in these Minutes as Exhibit B.

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5. **ITEM II-A-5: PERSONNEL POLICIES – RECOMMENDED REVISIONS SECTIONS 2-5-(1) (ATTENDANCE), 11-2-(1)(B) (CORRECTIVE ACTION FOR ABUSE OF SICK LEAVE), 14-6 (SICK LEAVE, DONATED SICK LEAVE)**

Approved revisions to Chapters 2, 11 and 14 of Denver Water's Personnel Policies. A copy of these revised policies is attached to and incorporated in these Minutes as Exhibit C.

6. **ITEM II-A-6: CONTRACT AMENDMENT WITH INSIGHT PUBLIC SECTOR FOR ANNUAL MICROSOFT ENTERPRISE AGREEMENT**

This item was removed from the Agenda.

7. **ITEM II-A-7: STORM WATER MANAGEMENT AGREEMENT**

Approved Contract 16474A with Apex Companies, LLC for storm water management services for the contract period of March 9, 2016 through December 31, 2018, for a total contract amount not to exceed \$750,000.00.

8. **ITEM II-A-8: RATIFICATION OF CONSTRUCTION CONTRACTS, CHANGE ORDERS AND AMENDMENTS OF CONTRACTS/AGREEMENTS**

Ratified Construction Contract Change Orders, Amendments, and Amendments to Agreements authorized in January and February 2016 as follows:

First Amendment to Contract 13474A with Sturgeon Electric Company, Inc.;

First Amendment to Agreement 14656A with American Datapath, Inc.;

Second Amendment to Agreement 14791A with Compass Group USA, Inc.;

all as more particularly described in the attachment to Agenda Item II-A-8.

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9. **ITEM II-A-9: RATIFICATION OF CONTRACT WITH GLOBAL UNDERGROUND CORPORATION FOR 8-INCH MAIN INSTALLATION AT S. UNIVERSITY BLVD AND E. VASSAR AVE.**

Ratified Contract 16638A with Global Underground Corp. for the 8-inch main installation at the S. University Blvd and E. Vassar Ave. project for the contract period of February 16, 2016 through April 8, 2016, for a total contract amount not to exceed \$153,371.88.

10. **ITEM II-A-10: OWNER'S CONSULTANT FOR LUPTON LAKES GROUNDWATER CUTOFF WALLS**

Approved Contract 16657A with RJH Consultants, Inc. for Owner's Consultant services for the contract period of March 9, 2016 through April 28, 2017, for a total contract amount not to exceed \$195,987.78.

11. **ITEM II-A-11: AGREEMENT WITH BROWN AND CALDWELL FOR THE HILLCREST PUMP STATION REPLACEMENT PROJECT**

Approved Contract 16652A with Brown and Caldwell for design of the Hillcrest Pump Station Replacement project for the contract period of March 2016 through June 2016, for a total contract amount not to exceed \$155,568.00.

12. **ITEM II-A-12: PROJECT APPROVAL FOR STRONTIA SPRINGS DAM EMERGENCY RESERVOIR DRAINAGE SYSTEM**

Approved the use of \$4,150,000.00 for the Strontia Springs Dam Emergency Reservoir Drainage System project.

13. **ITEM II-A-13: FIRST AMENDMENT FOR HABCON SERVICES**

Approved the First Amendment to Contract 15375A with Habcon Services, Inc. for the maintenance and upgraded compliance testing. The amendment adds \$170,000.00, for a total amended contract amount not to exceed \$268,000.00.

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**14. ITEM II–A–14: SUMMIT COUNTY MULTI-HAZARD MITIGATION PLAN
RESOLUTION TO ADOPT ANNEX K**

Adopted a Resolution to adopt Annex K as part of the Summit County Multi-Hazard Mitigation Plan.

**15. ITEM II–A–15: GRAND COUNTY MULTI-HAZARD MITIGATION PLAN
RESOLUTION TO ADOPT ANNEX I**

Adopted a Resolution to adopt Amended Annex I as part of the Summit County Multi-Hazard Mitigation Plan.

**16. ITEM II–A–16: DOUGLAS COUNTY MULTI-HAZARD MITIGATION
PLAN RESOLUTION TO ADOPT ANNEX F**

Adopted a Resolution to adopt Annex F as part of the Douglas County Multi-Hazard Mitigation Plan.

**17. ITEM II–B: INFORMATION TECHNOLOGY ASSET MANAGEMENT
SOFTWARE, IMPLEMENTATION, TRAINING AND MAINTENANCE**

Approved amended Contract 16344A with Flexera Software, LLC for IT asset management software subscription, implementation training services, with a five year guarantee of support, for the contract period of March 9, 2016 through March 8, 2019, for a total contract amount not to exceed \$349,289.00.

18. ITEM IV–A: CEO REPORT

Mr. Lochhead remarked that he attended the Nature Conservancy's Colorado River Program.

19. ITEM IV–B–1: CFO REPORT: MONTHLY FINANCIAL REPORT

Ms. Bricmont remarked that the ORCA team recently conducted its second conference room pilot. Thirteen tests were conducted with a 70% pass rate.

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The team will follow-up with additional testing over several portions of the project in the next months. She said that each Division Director signed off on their chart of accounts and that managers will be engaged to see the new system and give feedback before the May 2016 user acceptance testing.

20. ITEM IV–C: OPERATIONS REPORT

Mr. Roode said that the new system for obtaining parts for the fleet vehicles from NAPA is working very well and the Board will see the results in the quarterly and monthly budget updates.

21. ITEM V–A: SCHEDULING OF FUTURE BOARD MEETINGS AND TENTATIVE DISCUSSION TOPICS

The Board received the Schedule of Future Board Meetings and Tentative Discussion Topics, a copy of which is attached to and incorporated in these Minutes as Exhibit D.

22. ITEM V–B: EVENT CALENDAR

The Board received a calendar of upcoming community events to be attended by various staff, a copy of which is attached to and incorporated in these Minutes as Exhibit E.

No further business appearing, the Board voted unanimously to adjourn into an Executive Session at approximately 9:55 a.m.

EXECUTIVE SESSION

On Wednesday, March 9, 2015, commencing approximately at 9:55 a.m. in the Board Room, Room 309, 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 11:04 a.m.

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Secretary

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President