

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF BOXELDER BASIN REGIONAL STORMWATER AUTHORITY

HELD
April 4, 2022

The Board of Directors of the Boxelder Basin Regional Stormwater Authority held a special meeting, open to the public, via videoconference at 2:00 p.m. on April 4, 2022. Notice of the Meeting was duly posted.

ATTENDANCE:

Directors in Attendance: (Via Teleconference)

Richard Seaworth, President
Tim Singewald, Director
Eric Tracy, Treasurer
Theresa Connor, Secretary
Jeni Arndt, Director

Also in Attendance: (Via Teleconference)

Shannon McEvoy, Kirsten Starman, Brendan Campbell, Elaina Cobb, Nicole Wing,
and Joan Howell; Pinnacle Consulting Group, Inc.
Matt Poznanovic; Hayes Poznanovic Korver LLC
Patti Garcia; City of Wellington
Mark Peterson; Larimer County
Eric Fuhrman; Town of Timnath Engineer
Roland Tremble; Connell Resources
James Newberry; Benesch
Marshall Haworth, Wright Water Engineers
Ken Sampley, City of Fort Collins

CALL TO
ORDER

The Meeting was called to order at 2:03 p.m. by Director Seaworth, noting that a quorum was present.

AGENDA

The Board reviewed the agenda. Upon motion duly made by Director Seaworth, and upon vote it was unanimously

RESOLVED to approve the agenda as presented.

APPROVAL OF
MINUTES

The January 7, 2022, Special Meeting Minutes were presented for the Board's consideration and approval. The minutes were amended to correct the spelling of Eric Fuhrman's name and to show he represents the town of Timnath. Upon motion duly made by Director Connor, seconded by Director Seaworth, and upon vote, it was unanimously

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RESOLVED to approve the amended minutes of the January 7, 2022, Special Meeting.

PUBLIC
COMMENT

Mark Petersen with Larimer County stated the Coal Creek agreement with Clark Reservoir is reaching its ten-year mark this summer. Larimer County will administer the process. It was discussed with the board what the process of this is and the proposed cost of the project. The authority will need to fund the project, in which the proposed cost is estimated to be \$25,000.00. It is expected that the town of Wellington and the City of Fort Collins will work together on this. The contract would be through Ayres Associates. Director Singewald inquired about other bids. Director Seaworth and Director Singewald would like assurance that there is a fair bid.

OPERATIONAL MATTERS

Update of ESDF De-Watering Project: Mr. Newberry stated the project is progressing and going well. They are on schedule and ahead of the budget. Statistics shared from Mr. Newberry are as follows; the pipeline from the basin to manhole 6 (2,700 feet) has been installed and back filled, they have placed inverts and pipe collars in manhole 6, and they are laying about 200 feet of pipe per day. They have seen a steady flow of water through the pipe. Mr. Newberry estimates approximately 2-3 weeks of pipe installation left and states the progress they have made has met the expectations.

Ms. Starman reviewed the Authority's capital payables process to ensure the board is on track to pay the bills throughout the project.

Mr. Poznanovic has been working with the state to provide a project status update.

LEGAL ITEMS

Approval of Agreement for the Rental of the use of Certain Fully Consumable Water of the City of Fort Collins: Mr. Poznanovic presented two proposals that were included in the board packet. Director Connor abstained from voting due to potential conflict of interest. Following further review and discussion and upon motion duly made by Director Tracy, seconded by Director Arndt, it was unanimously

RESOLVED to approve the rental of water from the City of Fort Collins subject to survey conducted by Ayres and to review approval by board president. If the survey cannot be completed by the deadline, then the board agrees to lease a conservative amount of water.

FINANCIAL ITEMS

Ratification of Claims for payment: Mr. Campbell discussed with the Board the payments that have been collected to date. Following review and discussion and upon motion duly made by Director Singewald, seconded by Director Tracy, it was unanimously

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RESOLVED to approve the ratification of payments.

Finance Managers Report: Mr. Campbell reviewed and discussed the financial document with the Board which included financial statements as of Dec. 31, 2021, revenue by member, cash position report, and financial management projects. Clerical misspelling and incorrect numbers were corrected. Director Seaworth and Director Singewald further discussed the Clark Reservoir and Coal Creek agreement. Mr. Petersen stated he will contact both the Town of Wellington and the City of Fort Collins.

AUTHORITY MANAGER
ITEMS

Approval of Professional Services Proposal from Ayers Associates, INC. for ESDF Open Water Survey and Mapping.: Mr. Van Pelt discussed and reviewed the Ayers proposal and contract with the Board. If conditions allow the Board requests to have the survey and mapping completed by the third week in May before the expiration date. Following further review and discussion and upon motion duly made by Director Seaworth, seconded by Director Tracy, it was unanimously

RESOLVED to approve the proposal and contract with Ayres Associates Inc.

Authority Manger Report: Mr. McEvoy discussed and reviewed updated budget hours through the first quarter with the Board, in which is on track and under budget. Billings for 2022 went out in February. Mr. McEvoy also discussed the timeline for the audit and 2023 budget preparation and approval.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made by Director Singewald, seconded by Director Connor, it was unanimously

RESOLVED that the meeting adjourned at 3:15 p.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Respectfully submitted,

Nicole Wing

Nicole Wing, District Administrator