

RECORD OF PROCEEDINGS

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MINUTES

SOUTH FORT COLLINS SANITATION DISTRICT

AUGUST 8, 2018

The Regular Meeting of the South Fort Collins Sanitation District was held on August 8, 2018 at 9:00 a.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

**1. Roll Call**

Present: Directors James Ling, Gary Young, James Stewart, Ernie Brown and Wayne Irelan

Excused Absence:

Others Present: Chris Matkins, District Manager, Terry Farrill, District Engineer, Eric Bailey, Plant Superintendent, Dave Oerke of CH2M Hill/Jacobs, Stan Javernick of Hydro Construction, and Joe Fonfara, the District's Attorney

**2. Reading of the Minutes**

The Minutes of the Regular Meeting of July 11, 2018 were read and approved.

**3. Public Comments**

None

**4. Water Reclamation Facility Update – CH2M Hill/Jacobs**

Dave Oerke with CH2M Hill/Jacobs Engineering, reported on the current status of the design of the Wastewater Reclamation Facilities, CDPHE permits, and Larimer County. Mr. Oerke stated that CH2M Hill/Jacobs delivered the 60% design to Hydro Construction on Schedule.

**5. CMAR Contract Review and Approval**

The Board discussed the proposed two contracts that are proposed for governing the Wastewater Reclamation Facility construction project: A Construction Manager at Risk Contract and General Conditions of the Construction Contract. These contracts have included the review and input of the District Engineer, District Manager, and District Counsel, Joe Fonfara. Board member Young noted several formatting inconsistencies that needed to be corrected. Generally the language in these contracts were acceptable to the Board, and staff was directed to correct the contracts, and redistribute updated versions to the Board for formal consideration and possible Board action in September.

**6. Budget Schedule Review**

The General Manager reviewed the proposed timeline for preparation, presentation, and approval of the 2019 Budget for Board Review.

**7. Manager's Update**

**A. Plant Operations Report – Eric Bailey**

Plant Superintendent, Eric Bailey's monthly Plant update is included in the Board packet for review. The Plant is operating acceptably and meeting permit discharge limits.

**B. General Information – Chris Matkins**

The General Manager reminded the Board of the upcoming SDA Conference 9-12-18 thru 9-14-18. The Board was also informed that CH2M Hill/Jacobs will be presenting a paper at the upcoming Denver Joint AWWA/RMWEA Conference: "How Class A can have a Lower Overall Cost than Class B – Evaluation/Implementation of 'Second Generation' ATAD Process". This paper was selected by a technical committee and Dave Oerke and Eric Bailey will plan to present this in September.

**C. Financial Statements**

Financial Statements prepared by District Controller, Amanda Proctor, were included in the Board's packet.

**D. Tap Purchases**

The Manager reported that 23 taps were sold for the month of July with revenues totaling \$373,500. 362 taps have been sold for the year for a total of \$2,090,250.

**8. Other Business**

None

**9. Disbursements**

The Manager presented disbursements for July 2018 in the amount of \$324,970.57. After discussion, it was:

**Moved by Director Irelan and seconded  
by Director Stewart to approve the  
disbursements for July 2018.  
Motion carried 5-0**

**10. Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 11:00 AM.

Respectfully,

/s/ James D. King

/s/ Chris Matkins

Date Approved

9/16/2018