

# **SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT**

## **BOARD MEETING SUMMARY FOR February 23, 2018 MEETING**

A monthly meeting of the Board of Directors of the Southwest Metropolitan Water and Sanitation District convened on Friday, February 23, 2018, at 8:30 a.m. in the Districts' office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

The Board reviewed and approved the District's financial reports for the month of January, 2018 which included accounts payable, unaudited financial statements, and investment transactions and balance reports. Following a brief discussion, the Board voted unanimously to approve all accounts payable and investment items as presented.

The District's manager and Assistant Manager provided status reports on the following topics:

- ✚ **Purchasing Procedures** Pat Fitzgerald presented the new Purchasing Policy and manual to the board for their review. The board will be asked to approve the revised policy and manual at the March board meeting.
  
- ✚ **Communications Plan and Training/Education Plan** Pat Fitzgerald discussed that staff has been working on a communications plan and training/education plan that will be presented to the board in the next few months.

The District's operations supervisor presented his January 2018 Operations Report.

The District's construction coordinator updated the Board of Directors on new and ongoing developer projects as well as District capital projects. Information on all of the District's capital projects is available on the District's website [www.plattecanyon.org](http://www.plattecanyon.org).

The next scheduled meeting of the Platte Canyon Board of Directors is March 23, 2018.