

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
SOUTHWEST SUBURBAN DENVER WATER AND SANITATION DISTRICT**

January 15, 2024

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 15th of January 2024 at 3:30 p.m. at the Governor's Ranch Clubhouse located at 9050 W. Prentice Avenue, Littleton, Colorado, 80123. The meeting was open to the public. Chris Veesaert presided.

ATTENDANCE:

Directors in attendance were:

Chris Veesaert, Chairman
Bill Geddes
Bob Hart
Tim Gasparrini
Pete Doherty

Also in attendance were:

Nicki Simonson
Rebecca Hill
Justin Meeks, District Engineer

ADMINISTRATIVE MATTERS:

Disclosures of Conflicts of Interest: There were no changes to report.

Public Forum: This item was passed in the absence of members of the public.

Minutes: The regular meeting minutes for November 20, 2023 were approved upon motion by Bill Geddes and second by Tim Gasparrini.

2024 Sunshine Resolution No. 1: The 2024 Sunshine Resolution No. 1 was approved upon motion by Pete Doherty and second by Bill Geddes.

Discuss February Special Meeting: The Board briefly discussed the scheduling surrounding the 2024 CIP project and the need for a February special meeting. February 5th, 2024 at 3:30pm was agreed upon. The meeting will be held via Zoom conference with notice being placed on the District website. Further discussion surrounding the project was held during the engineering report.

ENGINEERING & MAINTENANCE MATTERS:

Jefferson County Paving Project: Martin/Martin heard from Jefferson County that the paving within the District has been scheduled for spring of 2024. The planned area for repaving is Foothill Green Filing 1, south of W. Alamo Place as well as the W. Dorado Avenue and W. Powers Place cul-de-sac just west of S. Oak Street. Martin/Martin has confirmed the number of District manholes in the proposed area and is waiting for the County to confirm how many of each size riser rings they will need for the project as well as the project schedule.

2023 Annual Cleaning and CCTV: DES has completed the annual cleaning of the sanitary system, Martin/Martin will review videos and inspection reports when the support files necessary to view the videos/reports have been received.

2024 Annual Maintenance: Martin/Martin is coordinating between DRC and DES to implement the acoustic testing and targeted cleaning approach to annual maintenance.

2024 DRC Service Contract: The 2024 DRC Service Contract was approved upon motion by Tim Gasparrini and second by Bob Hart.

2024 CIP: Survey and SUE work has been completed for the replacement and alignment shift of mains serving the Westridge Square shopping center. The project is currently scheduled to go out to bid tomorrow (January 16, 2024) with bids being due on February 2, 2024.

3070 Sports Bar: Martin/Martin is still awaiting updated construction drawings that show the proposed grease interceptor.

FINANCIAL MATTERS:

Check Register: Nicki Simonson presented the District's check register for December 1, 2023 through December 31, 2023. Bob Hart moved to ratify approval of the check register and it was approved upon second by Tim Gasparrini. Bob Hart then moved to approve the January 1, 2024 through January 31, 2024 check register as amended. The motion was approved upon second by Bill Geddes.

Financial Statements: The draft December 31, 2023 financial statements were reviewed.

Investment Report: The draft Investment report was reviewed. The US Bank account is pretty low so Nicki will transfer \$150k from Colotrust Plus account.

Resolution No. 2: The Board is ok with adding Nicki as a signatory. Approval of the wording of paragraph 3 was tabled until the special meeting on February 5, 2024 to see the revision prior to final approval.

2023 Audit Engagement Letter: The 2023 Audit Engagement Letter was approved upon motion by Bill Geddes and second by Tim Gasparrini.

OTHER BUSINESS:

2024 Newsletter: The newsletter was approved upon motion of Bob Hart and second by Pete Doherty.

Adjournment: There being no other business, Chairman, Chris Veesaert, adjourned the meeting at 5:00 p.m.

Respectfully submitted,

DocuSigned by:

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Bob Hart, Secretary