

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

November 20, 2023

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 20th of November 2023 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:

Judy Simonson
Nicki Simonson
Rebecca Hill
Justin Meeks, District Engineer

ADMINISTRATIVE MATTERS:

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

Public Forum: A homeowner attended the meeting who is currently in violation of the sump pump policy. She asked if the Board would consider refunding her the \$1,800, she paid in fees for 2023 so she could use those funds to reroute her sump pump to discharge outside rather than into the sewer system. The Board approved her request subject to the plumbing being corrected and inspected prior to February 29, 2024.

Minutes: The regular meeting minutes for October 16, 2023, were approved with amended verbiage upon motion by Tim Gasparrini and second by Bob Hart.

2024 Meeting Schedule: The 2024 Meeting Schedule was approved upon motion by Bob Hart and second by Bill Geddes.

ENGINEERING & MAINTENANCE MATTERS:

Jefferson County Paving Project: Martin/Martin heard from Jefferson County that the paving within the District will be pushed to the spring of 2024.

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

2023 Annual Cleaning and CCTV: DES has completed the annual cleaning of the sanitary system, Martin/Martin will review videos and inspection reports when provided.

Kipling Pipe Break: C&L completed the repair of the broken sanitary pipe on 11/15/23 and photos of the repair were provided to the Board.

2024 CIP & Draft Budgets: Martin/Martin provided an update on the previously approved CIP for 2024. Justin explained that there is a home encroaching on the District's easement making the removal and replacement of the original line not a realistic approach. He provided a map showing three different options for the Board to consider. The Board decided to completely move the line which includes adding an additional line and two new manholes. Justin then provided the two proposals for the subsurface utility engineering. The proposal was approved subject to receiving the revised cost including the change in scope of the CIP upon motion by Bill Geddes and second by Pete Doherty.

Operator in Responsible Charge RFP: There were no responses to the RFP for Operator in Responsible Charge services that was sent out last month. Martin/Martin recommended that the District continue to use C&L to provide those services.

Metro Water Recovery Infiltration Letter: Martin/Martin provided a draft letter to Metro Water Recovery requesting an inflow and infiltration investigation on their Coon Creek Interceptor because increased flows have continued to be observed with precipitation events despite significant improvements to the District's infrastructure.

District Contracts:

Martin/Martin 2024 Contract: The 2024 Martin/Martin contract was approved upon motion by Bob Hart and second by Tim Gasparrini.

C&L Water Solutions 2024 Service Contract: The C&L Service contract was approved upon motion by Bill Geddes and second by Pete Doherty.

C&L Water Solutions 2024 Maintenance Contract: The C&L Maintenance contract was approved upon motion by Bill Geddes and second by Pete Doherty.

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

BUDGET MATTERS:

The budget and rate hearing was opened upon motion by Tim Gasparrini and second by Pete Doherty, the notice for which was published in the local newspaper as required by law. No public comments were received on the proposed budget.

Judy Simonson gave an overview of the 2024 District budget and answered any questions. Further discussion was held regarding the proposed rates because of the change to the capital improvement project costs. Even with a large increase in the capital reserve fee, the District may need to use more than \$500,000 from its reserves depending on the bids received for the project.

2024 Fee Schedule: The 2024 Fee Schedule was then approved with amended changes upon motion by Bob Hart and second by Bill Geddes.

2024 Budget: The 2024 Budget was approved with amended changes upon motion by Bob Hart and second by Pete Doherty.

Resolution No. 7: Resolution No. 7 to Adopt the Budget was approved with amended changes upon motion by Bill Geddes and second by Pete Doherty.

Resolution No. 8: Resolution No. 8 to Appropriate Sums of Money was approved with amended changes upon motion by Bob Hart and second by Bill Geddes.

Budget Message: The 2024 Budget Message was approved upon motion by Tim Gasparrini and second by Bob Hart.

Chris Veesaert then closed the budget and rate hearing.

FINANCIAL MATTERS:

Check Register: Nicki Simonson presented the District's check register for November 1, 2023 through November 30, 2023. Tim Gasparrini moved to approve the check register and it was approved upon second by Pete Doherty.

Financial Statements: The October 31, 2023 financial statements were then approved upon motion by Tim Gasparrini and second by Pete Doherty.

Investment Report: Nothing new to report on investments.

OTHER BUSINESS:

Simonson and Associates 2024 Contract: Bob Hart moved to approve the Simonson and Associates contract for management services in 2024. Pete Doherty seconded the motion, and it was approved.

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

Respectfully submitted,

Bob Hart, Secretary