

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

March 15, 2021

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 15th of March 2021 at 3:30 p.m., via Zoom conferencing. The meeting was open to the public. Chris Veesaert presided.

ATTENDANCE:

Directors in attendance were:

Chris Veesaert, Chairman
Bill Geddes
Pete Doherty
Bob Hart
Leo Johnson

Also in attendance were:

Justin Meeks, District Engineer
Nicki Simonson
Rebecca Hill

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 meeting minutes for January 18, 2021 were approved, upon motion by Bill Geddes and second by Bob Hart, with one amendment to include Filing 1 of Governor's Ranch in the annual maintenance work being completed by DES.

ENGINEERING & MAINTENANCE MATTERS:

2021 Capital Improvements: Martin/Martin received bids back for the 2021 Capital Improvements Project. Bids presented to the Board were Brannan Construction Company, Diamond Contracting Corporation and Jim's Backhoe Service, Inc. (JBS). It was noted that all three bids came in within 10% of each other. Martin/Martin recommended accepting the lowest bid submitted by Brannan Construction Co. The contract was awarded to Brannan Construction upon motion by Bob Hart and second by Pete Doherty. Bob Hart then moved to authorize Chris Veesaert to sign the Brannan Construction Co. contract outside of a regular board meeting once Brannan has submitted all the documents required by the contract. The motion was approved upon second by Bill Geddes.

2021 Annual Maintenance: DES has completed the scheduled annual maintenance. Some of the videos have been received but not all to date. Once all videos have been received, Martin/Martin will review to determine any maintenance or capital improvement work that may need to be completed in the future and make recommendations accordingly.

West Patterson Place: The District Manager was notified by a homeowner on West Patterson Place between South Oak Street and South Nelson Street that there is an apparent sink hole developing in the street. Upon request of Martin/Martin, DES inspected the main in that area and found no issues. Denver Water also confirmed that they had not completed any work in that area recently. Nicki Simonson suggested that the District should proactively reach out to Jefferson County to advise them of the issue and the Board agreed. Justin Meeks agreed and said he would contact them this week.

Jefferson County Paving Project: Martin/Martin was notified on March 8th that Jefferson County is planning a paving project this year in the District just south of West Alamo Place and east of South Kipling Parkway. Martin/Martin is coordinating with C&L to order manhole risers that will be required to raise the manholes to grade after paving. The Board would like C&L to be onsite twice a week at minimum to coordinate with Jefferson County and check the District manholes to make sure none have been paved over. The Board authorized Justin to work with C&L on the frequency of visits depending on how well Jefferson County coordinates with them and if no issues are found with the District manholes.

RATE HEARING:

Bill Geddes moved to open the rate hearing. Pete Doherty seconded the motion and it was approved.

Nicki Simonson advised the Board that the current tap inspection fees are not covering the District's expenses and suggested raising the fees \$100 each to \$600 for standard tap repair inspection and \$850 for an emergency tap repair. She also suggested raising the sump pump surcharge fee from \$100 to \$150. The Board discussed not raising the sump pump surcharge without sending non-compliant homeowners a letter, drafted by the District's legal counsel. They would like the letter to explain a potential increase to the surcharge in 2022 to give homeowners an opportunity to still have an inspection this year. Chris Veesaert would like language surrounding why the non-compliance needs to be rectified to be included in the letter. The Board will then revisit the sump pump surcharge at the November rate hearing. Bob Hart then moved to increase the tap inspection fee to \$600 and the emergency tap repair inspection fee to \$850. Leo Johnson seconded the motion and it was approved.

Bill Geddes moved to close the rate hearing. Bob Hart seconded the motion and it was approved.

FINANCIAL MATTERS:

Check Register: Nicki Simonson presented the District's check register for February 1, 2021 through March 1, 2021. Leo Johnson moved to ratify the approval of the check register. Bill Geddes seconded the motion, and it was approved.

Nicki Simonson then presented the check register for March 2, 2021 through March 31, 2021. Leo Johnson moved to approve the check register with one amendment to add in Lamb-Star check number 1018 from the FirstBank account in the amount of \$1,311.80. Pete Doherty seconded the motion and it was approved.

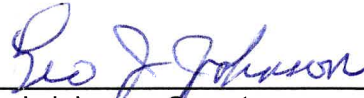
Financial Statements: Leo Johnson presented the District's unaudited financial statements for the period ending February 28, 2021. The financial statements are in draft form pending the audit and will be approved after the audit is completed.

Investment Report: The report was presented to the Board. Nicki Simonson advised that a \$300,000 bond was purchased on January 29, 2021 with approval from Leo Johnson.

OTHER BUSINESS:

Adjournment: There being no other business, Chairman, Chris Veesaert, adjourned the meeting at 4:50 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Leo J. Johnson". The signature is written in a cursive style and is positioned above a horizontal line.

Leo J. Johnson, Secretary