

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

**October 21, 2019**

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 21<sup>st</sup> of October 2019 at 4:30 p.m., at Governor's Ranch Clubhouse, 9050 W. Prentice Avenue, Littleton, Colorado. The meeting was open to the public. Chris Veesaert presided.

**ATTENDANCE:**

Directors in attendance were:

Chris Veesaert, Chairman  
Bill Geddes  
Leo Johnson  
John LaBoon  
Bob Hart

Also in attendance were:

Judy Simonson, District Manager  
Bill Willis, District Engineer  
Nicki Simonson

**ADMINISTRATIVE MATTERS:**

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

Public Forum: Leo moved to open the public hearing, John LaBoon second the motion and it was approved.

Homeowner, Raquel Trujillo was in attendance. She spoke to the board about her sump pump not being operational and her efforts to get the sump pump fixed as well as it needing to be rerouted to discharge outside of her home. Nicki explained that Ms. Trujillo has been in constant contact with her attempting to resolve this issue, but the homeowner has been given previous time extensions. The Board agreed to not file a lien on Ms. Trujillo's home if she can hire a contractor prior to November 1, 2019 and provide proof that the sump pump repair will be completed within a 30-day period to prevent any lien filing. Leo Johnson moved to approve the extension of time for Ms. Trujillo, Bob Hart second the motion and it was approved.

Nicki then presented Resolution No. 2 to file tax liens on delinquent accounts. There was discussion on the other delinquent accounts and the District's intention to file liens on November 1, 2019. Leo Johnson moved to approve the revised Resolution No. 2, Bill Geddes second the motion and it was approved.

Leo Johnson moved to close the lien hearing. Bill Geddes seconded the motion and it was approved.

Minutes: The meeting minutes for September 16, 2019 were approved upon motion of Leo Johnson, seconded by John LaBoon.

**ENGINEERING & MAINTENANCE MATTERS:**

2019 Capital Improvements Project: Bill Willis presented Pay Application No. 3 for final payment of Insituform's contract retainage, it was approved upon motion of Leo Johnson, seconded by Bob Hart.

Root Intrusions: Bill then reviewed the list of service tap connections that were noted during review of the 2019 sanitary main CCTV inspections. Nicki Simonson confirmed that anytime a root intrusion is observed, the homeowner is notified, and letters would be sent to the homeowners on the list by the end of the year.

Tracer Wire Detail: Nicki presented the new tracer wire detail that was missed in last month meeting packet. Bill explained the situations when tracer wire is required and how it will be implemented. The tracer wire detail was approved upon motion by Bob Hart and seconded by Bill Geddes.

GIS Database: The GIS is being used to review regular CCTV maintenance for the remainder of 2019 as well as identifying Capital Improvement Projects (CIP) for 2020.

**FINANCIAL MATTERS:**

2020 District Budget: The Board reviewed the 2020 Engineering Budget. Judy provided a breakdown of the 6 lines needing to be removed and replaced that Martin/Martin budgeted for next year. She explained that the District would have to go into it's reserves to fund all the proposed replacements. The Board discussed which lines are more important and decided to go out for bid for 4 of the 6 lines and depending on the bids received, the District will move forward with 3 or 4 of the replacements.

Judy then presented the draft District budget. There were various comments about the decision on the engineering budget. Judy explained that she would incorporate those changes as well as calculate the 2020 rates that will be needed to fund the proposed budget. As long as the District's customers' annual average water usage remains relatively consistent with last year, there should be little to no increase in rates for 2020.

Disbursements: Leo Johnson moved to approve the October 2019 disbursements. John LaBoon seconded the motion and it was approved.

Financial Statements: The District's statements for September 2019 were approved upon motion of John LaBoon and seconded by Bill Geddes.

**OTHER BUSINESS:**

Adjournment: There being no other business, Chairman, Chris Veesaert, adjourned the meeting at 6:05 pm.

Respectfully submitted,

  
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Leo Johnson, Secretary