

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

May 15, 2023

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 15th of May 2023 at 3:30 p.m. at the Governor's Ranch Clubhouse located at 9050 W. Prentice Avenue, Littleton, Colorado, 80123 and via Zoom conferencing. 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
Zack Telljohann, District Engineer

ADMINISTRATIVE MATTERS:

Election – Administer Director Oaths of Office and Elect Officers: Bill Geddes moved to nominate the existing slate of officers to their current positions. Bob Hart seconded the motion, and it was approved.

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

Public Forum: One homeowner asked the Board for consideration with regards to waiving late fees and/or a payment plan on his account. After review, the Board decided not to waive the late fees but did agree to an equal installment payment plan with the homeowner for the third Wednesday of each month for 4 months.

Minutes: The regular meeting minutes for March 20, 2023, were approved upon motion by Pete Doherty and second by Bill Geddes.

ENGINEERING & MAINTENANCE MATTERS:

10020 West Montgomery Avenue: No further update other than the homeowner states they are still moving forward with subdividing their property.

Jefferson County Paving Project: Jeffco has notified the District that they are planning to repave a portion of the streets generally within Westridge, specifically the streets south of W. Alamo Place and east of S. Oak Street, except for the W. Powers Place and W. Dorado Avenue cul-de-sacs off S. Oak Street and S. Jellison Street/W. Berry Drive. Martin/Martin is coordinating with Jeffco and the District operator to get the required manhole riser rings for the project. There has been no further update since the March meeting on this project.

2023 Capital Improvements: A pre-construction meeting was completed, and Martin/Martin has received and reviewed the preliminary inspection and post-CIPP videos. Based on review of the videos and field observations, the contractor did good work and successfully completed the contract. Attached to this report are Pay Application No. 1 and the incorporated Change Order No. 1. The change order was for uncovering one manhole that had been paved over as well as for quantity adjustments for the lengths actually installed versus the mapped lengths included in the contract.

Change Order No. 1: Bob Hart moved to approve Change Order No. 1. The motion was approved upon second by Tim Gasparrini.

Pay Application No. 1: Pete Doherty moved to approve Pay Application No. 1. The motion was approved upon second by Bill Geddes.

AUDIT MATTERS:

Dawn Schilling gave an overview of the 2022 draft audit and answered any questions. The 2022 Audit was approved upon a motion by Tim Gasparrini and second by Bill Geddes, subject to Metro Water Recovery's Board approving the final adjustment for their 2022 charges in June. The District Representation Letter was then approved upon motion by Tim Gasparrini and seconded by Bill Geddes. Dawn Schilling then left the meeting.

FINANCIAL MATTERS:

Check Register: Nicki Simonson presented the District's check register for April 1, 2023 through April 30, 2023. Pete Doherty moved to ratify the check register and it was approved upon second by Bill Geddes. The check register for May 1, 2023 through May 31 2023 was approved upon motion by Bill Geddes and second by Pete Doherty.

Financial Statements: The District's December 31, 2022 financial statements were approved upon motion by Bob Hart and second by Tim Gasparrini. The April 30, 2023 bi-monthly financial statements were then approved upon motion by Bob Hart and second by Tim Gasparrini.

Investment Report: Nothing to report other than interest rates continue to rise.

OTHER BUSINESS:

Adjournment: There being no other business, Chairman, Chris Veesaert, adjourned the meeting at 4:29 p.m.

Respectfully submitted,

Bob Hart, Secretary