

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

September 21, 2020

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 21st of September 2020 at 3:30 p.m. via Zoom conference call. The meeting was open to the public. Chris Veesaert presided.

ATTENDANCE:

Directors in attendance were:

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

Also, in attendance were:

Nicki Simonson, Assistant District Manager
Justin Meeks, District Engineer
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.

Public Hearing For Tax Liens: Chairman, Chris Veesaert, opened the public hearing on tax liens. In the absence of any customers attending the meeting to discuss their delinquent account, Nicki Simonson presented Resolution No. 4 to the Board authorizing the District's manager to file tax liens on the District's delinquent accounts listed on Exhibit A attached to the resolution. Resolution #4 was approved upon motion by Leo Johnson and seconded by Bill Geddes, subject to any updates for customer payments received prior to the date the liens are filed with the County. The tax lien hearing was closed upon motion by Leo Johnson and second by Bill Geddes.

Public Rate Hearing: Chris Veesaert then opened the District's rate hearing, the notice for which was published in the local newspaper as required by law. Nicki Simonson presented the proposed changes to the District's 2020 fee schedule regarding emergency tap repair inspection fees. If a contractor performing a tap repair provides less than 48 hours notice to the District's inspector to observe a tap connection, the contractor will be charged an emergency tap inspection fee of \$750 in lieu of the normal \$500 inspection fee. Leo Johnson made a motion to approve the changes proposed to the District's fee schedule. Pete Doherty seconded the motion, and it was approved with one abstention. The new emergency tap inspection fee will be effective immediately. The rate hearing was then closed upon motion by Leo Johnson and second by Pete Doherty.

Minutes: The meeting minutes for July 20, 2020 were approved upon motion by Leo Johnson and seconded by Bob Hart.

ENGINEERING & MAINTENANCE MATTERS:

2020 Capital Improvements: JBS Pipeline Contractors Pay Application #1 was approved upon motion by Bob Hart and seconded by Leo Johnson. JBS began working in August and have completed the removal/replacement of the main line behind Westridge Square Shopping Center. There were delays due to working around a pre-existing gas line and also due to weather. The asphalt patch was completed on September 14, 2020.

Milling of the asphalt in preparation of excavation has commenced near the intersection of S. Jellison Street and W. Berry Drive for the second phase of the capital improvements project. This phase is expected to take 3 – 4 weeks.

Jefferson County Paving Project: Jefferson County has further reduced their repaving project. They were originally planning to repave a portion of W. Alamo Place between S. Kipling Parkway and W. Cross Drive but that effort has been scaled back to W. Alamo Place near the intersection with S. Kipling Parkway and past the West Metro Fire Department. The District does not have any sewer infrastructure within that portion of W. Alamo Place.

2021 Budgeting and Capital Improvements: There are several possibilities for the 2021 capital improvements budget. Two main lines have been identified as having severe deformations such that inspection camera equipment got stuck. These main lines are located on S. Garland Way and S. Garrison Street just south of W. Arlington Avenue. Two other main lines scheduled for replacement are located on the west side of S. Kipling Parkway just north of the Westridge Square shopping center and at S. Oak Street at the intersection with W. Dorado Avenue. Manhole linings may also be considered for inclusion for the 2021 capital improvements budget. A draft budget will be provided at the next meeting for review by the Board.

Contractor Licensing: Nicki Simonson went over a proposed contractor licensing packet that will be sent to new and existing contractors who wish to be licensed within the District. The packet was approved upon motion by Bob Hart and seconded by Leo Johnson.

FINANCIAL MATTERS:

Disbursements: Leo Johnson moved to ratify the approval of the August 1, 2020 through September 1, 2020 disbursements. Bob Hart seconded the motion, and it was approved. Leo Johnson then moved to approve the September 2020 disbursements, noting that Check #239 was approved in the previous motion because it was released before the date of this meeting so that it could be sent to Metro Wastewater by the due date which was before the September board meeting. Bill Geddes seconded the motion, and it was approved.

Financial Statements: Leo Johnson discussed the District's bi-monthly financial statements for the period ending August 31, 2020. They were approved upon motion by Leo Johnson and seconded by Bob Hart. Nicki Simonson then briefly reviewed the Investment Report. The Board showed interest in receiving quotes on professional financial management companies. Nicki Simonson will get quotes and provide to the Board.

Bill Geddes had previously asked about the level of insurance the District' deposits are protected by the bank. Nicki Simonson confirmed a level of protection with FDIC was \$250,000 with any amount above that covered by the District's PDPA checking account at US


Bank for which US Bank must provide pledged assets as collateral to the Colorado State Banking Board that are 102% of the value of the District's account balance.

OTHER BUSINESS:

Nicki Simonson mentioned that historically when board members leave, they are given a thank you by way of a gift card. The Board agreed to recognize John LaBoon for his service on the board with a gift card which Nicki Simonson will take care of.

Adjournment: There being no other business, Chairman Chris Veesaert, adjourned the meeting.

Respectfully submitted,



Leo Johnson, Secretary