**MINUTES OF A REGULAR MEETING OF**

**THE BOARD OF DIRECTORS OF THE**

**SOUTHWEST SUBURBAN DENVER WATER AND SANITATION DISTRICT**

**November 18, 2024**

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 18th of November 2024 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. Bill Geddes presided.

**ATTENDANCE:**

Directors in attendance were: Also in attendance were:

Bob Hart Nicki Simonson

Tim Gasparrini Judy Simonson

Pete Doherty Justin Meeks, District Engineer

Bill Geddes

Chris Veesaert’s absence was excused.

**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 regular meeting minutes for October 21, 2024 were approved upon motion by Bob Hart and second by Tim Gasparrini.

2025 Meeting Schedule: The 2025 Meeting Schedule was approved upon motion by Bob Hart and second by Pete Doherty.

**ENGINEERING & MAINTENANCE MATTERS:**

Sewer Manhole Access: DRC was asked to verify the nature of inaccessible manholes that were found to be paved over, buried by landscaping, or otherwise inaccessible from the acoustic testing this year to determine if additional steps were necessary. C&L provided a budgetary quote to raise the manhole rims to allow access to the manholes. The cost to uncover these manholes has been included in the budget for 2025.

25-Year Capital Improvements Plan Update: Justin Meeks shared a map of the progress made in the past 7 years on the scope of the improvement plan.

Martin/Martin 2025 Contract: The 2025 Martin/Martin contract was approved upon motion by Tim Gasparrini and second by Bob Hart.

C&L Water Solutions 2025 Service Contract: The 2025 C&L Service contract was approved upon motion by Bob Hart and second by Tim Gasparrini.

C&L Water Solutions 2025 Maintenance Contract: The 2025 C&L Maintenance contract was approved upon motion by Bob Hart and second by Tim Gasparrini.

DES 2025 Contract: The 2025 DES contract was approved upon motion by Bob Hart and second by Pete Doherty.

DRC 2025 Contract: The 2025 DRC contract was not approved and was tabled.

**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 2025 District budget and answered any questions. The Board discussed foregoing the acoustic testing of the District’s sewer system for 2025 and putting more funds into the District’s capital reserves.

2025 Budget: The 2025 Budget was then approved with the changes discussed upon motion by Bob Hart and second by Pete Doherty.

2025 Fee Schedule: The 2025 Fee Schedule was then approved with the changes discussed for the capital reserve fee upon motion by Tim Gasparrini and second by Pete Doherty.

Resolution No. 4: Resolution No. 4 to Adopt the Budget was approved with amended changes upon motion by Pete Doherty and second by Bob Hart.

Resolution No. 5: Resolution No. 5 to Appropriate Sums of Money was approved with amended changes upon motion by Pete Doherty and second by Bob Hart.

Budget Message: The 2025 Budget Message was approved upon motion by Tim Gasparrini and second by Bob Hart.

Bill Geddes then closed the budget and rate hearing.

**FINANCIAL MATTERS:**

Check Register: Nicki Simonson presented the District’s check register for November 1, 2024 through November 30, 2024. The check register was approved upon motion by Bob Hart and second by Tim Gasparrini.

Financial Statements: The October 31, 2024 financial statements were reviewed and approved upon motion by Tim Gasparrini and second by Pete Doherty.

Investment Report: Nothing new to report on investments.

**OTHER BUSINESS:**

Simonson and Associates 2025 Contract: Bob Hart moved to approve the Simonson and Associates contract for management services in 2025. Tim Gasparrini seconded the motion, and it was approved.

Adjournment: There being no other business, Bill Geddes, adjourned the meeting at 5:37 p.m.

Respectfully submitted,

Bob Hart, Secretary