

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

May 17, 2021

A regular meeting of the Board of Directors of the Southwest Suburban Denver Water and Sanitation District was convened on Monday, the 17th of May 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:

Judy Simonson
Nicki Simonson
Rebecca Hill
Justin Meeks, District Engineer
Dawn Schilling, District Auditor

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 April 15, 2021, were approved, upon motion by Leo Johnson and second by Bill Geddes.

ENGINEERING & MAINTENANCE MATTERS:

2021 Capital Improvements: Justin Meeks reported that the 2021 Capital Improvements project is complete with the exception of a few close out items. Pete Doherty asked about silt control and sandbags still in place at inlets within the District. Justin Meeks confirmed that all construction materials would be cleared out by the end of the project.

Change Order No. 2: Change Order No. 2 was presented to the Board and approved upon motion by Bill Geddes and second by Leo Johnson.

Pay Application No. 1: Pay Application No. 1 was approved upon motion by Leo Johnson and second by Bill Geddes. It was noted that there was an incorrect number on the calculation sheet presented, however that number did not affect the final amount due for the pay application. That sheet will be corrected by Martin/Martin and Nicki Simonson will send Pay Application No.1 over to Chris Veesaert to sign via DocuSign.

2020 Capital Improvements: Jefferson County and the Contractor are coordinating on the trench settlement issues that were found at the intersection of South Jellison Street and West

Berry Drive. The first area found at West Berry Drive has been repaired, but not the area at South Jellison Street where the trench appears to be settling.

AUDIT MATTERS:

Dawn Schilling gave an overview of the 2020 draft audit and answered any questions. The 2020 Audit was approved upon a motion by Leo Johnson and second by Bob Hart, subject to Metro Wastewater's Board approving in June the final adjustment for their 2020 charges that was reported in the audit. The District Representation Letter was then approved upon motion by Leo Johnson and seconded by Bob Hart. Dawn Schilling then left the meeting.

FINANCIAL MATTERS:

Check Register: Nicki Simonson presented the District's check register for May 1, 2021, through May 31, 2021. Leo Johnson moved to approve the check register and it was approved upon second by Bob Hart.

Financial Statements: Nicki Simonson presented for approval the audited financial statements prepared by Simonson & Associates, Inc. for the year ending December 31, 2020. Upon motion by Bill Geddes and second by Leo Johnson, the District's year end 2020 financial statements were approved. Nicki then presented the District's bi-monthly financial statements for the period ending April 30, 2021. They were approved upon motion by Leo Johnson and seconded by Bill Geddes.

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:

The Board discussed whether they should send out requests for proposals (RFP) for engineering services for 2022. Both Leo and Chris expressed their satisfaction with the current engineering firm and the Board unanimously decided an RFP is not desired at this time.

The Board then discussed that it has been several years since an RFP was solicited for audit services. Nicki Simonson will start that process for the 2021 audit year.

Adjournment: There being no other business, Chairman, Chris Veesaert, adjourned the meeting at 5:05 p.m.

Respectfully submitted,



Leo J. Johnson, Secretary