

MINUTES OF THE BOARD MEETING  
OF THE BOARD OF DIRECTORS OF THE  
DENVER SOUTHEAST SUBURBAN WATER  
AND SANITATION DISTRICT

A regular meeting of the Board of Directors of the Denver Southeast Suburban Water and Sanitation District was held on Wednesday April 8, 2015 at the main office, the time and place of the meeting according to the posted notices. Present were District Board Members –Robert Greene, Heidi Tackett, Stephan Tinnes, and District Manager - Heather Beasley, General Counsel - Jim Folkestad, and District Accountant – Kevin Collins. Also present was incoming Board member Walter Partridge, District staff member Rod Bergholm, and Taylor Pearson, Ray Smith and Steve Stephenson representing Glacier Construction.

Chairman Greene called the meeting to order at 6:00 pm and established that a quorum of the Board was present. He announced that he wanted to change the agenda to address the Oath of Office first.

**DIRECTOR'S BUSINESS**

Walter Partridge Oath of Office – Chairman Greene did the swearing in of Walter Partridge and the documents required to make it official were signed.

A motion was entered to assign the officer positions for the Board as follows: Stephen Tinnes – Treasurer, Heidi Tackett – Secretary, Walt Partridge – Deputy Chairman, and Robert Greene – Chairman.

Motion: Robert Chapman

Second: Steve Tinnes

Vote: All Directors present voted in favor.

The Board discussed the time charged by the District Counsel and District CPA for Board meeting attendance. Both parties charge at a discounted rate for their attendance during District Board meetings.

**Minutes for the March 11, 2015 Regular Board Meeting were approved pending changes.**

**PUBLIC RESPONSE**

Representatives from Glacier Construction provided the Board with an update on the Reservoir 2B Project.

## **CONSENT AGENDA**

### **APPROVAL OF TASK ORDER 2015-01 WITH TW SUMMIT FOR ASSET CONDITION/MANAGEMENT PROGRAM UPDATE**

Among the tasks to be completed in this multi-year effort include the development of condition assessment rating standard, Level of Service definition and identification asset of Risk Criticality, condition assessment of the water and wastewater system, and a Needs Assessment that defines the next steps to developing a comprehensive asset management program for the future. A motion was entered to approve Task Order 2015-1 with TWS Summit in the amount of \$31,635.00.

Motion: Robert Greene

Second: Heidi Tackett

Vote: All Directors present voted in favor.

### **ITEMS FOR BOARD ACTION AND DISCUSSION:**

#### **RESOLUTION 2015-16 APPROVING THE 2014 DISTRICT AUDIT**

Manager Beasley reported to the Board of the findings of the Budget Approval Committee that consisted of herself, Chairman Greene, Kevin Collins, and Auditor Paul Goedecke. The committee recommended approval of the 2014 District audit. Chairman Greene reported that the auditor gave a clean review; Accountant Kevin Collins added that there were no difficulties, no corrections and no misstatements. Manager Beasley, her staff, and Kevin Collins were commended by the Board for the job well done on preparing the audit. After an extensive discussion with everyone present, Treasurer Tinnes entered a motion to approve the 2014 District Audit.

Motion: Steve Tinnes

Second: Robert Chapman

Vote: All Directors present voted in favor.

#### **RESOLUTION 2015-17 AUTHORIZING A LOAN FROM THE COLORADO WATER RESOURCES AND POWER DEVELOPMENT AUTHORITY**

After a brief discussion, a motion was entered to approve Resolution 2015-17 authorizing the 20 year loan from the CWRPDA for a maximum principal amount not to exceed \$14,500,000 for the construction of the new Pump Station 1 and Zone A pipeline projects, such loan to be repaid from net revenue of the District's water and sewer system.

Motion: Robert Greene

Second: Heidi Tackett

Vote: All Directors present voted in favor.

**DISCUSSION OF THE EMPLOYEE PERFORMANCE IMPROVEMENT PROGRAM**

Staff member Rod Bergholm presented the Board with his findings from conducting interviews with District staff and the compiled data from the completed Employee Job Description Questionnaires.

Chairman Greene invited the Board to coordinate scheduling a workshop that would include the Board, the District Manager, Rod Bergholm, and the two District supervisors to start developing a Vision, Mission, Values and Goals for the District.

**ATTORNEY'S REPORT**

Mr. Folkestad presented active matters of interest to the Board included in his report.

**ACCOUNTANT'S REPORT**

Accountant Kevin Collins presented the February 28, 2015 financials.

**TREASURER'S REPORT**

Chairman Tinnes presented the Treasurer's Report for Board approval for the month of March 2015. A motion was entered to issue checks as written in the amount of \$699,958.61 for disbursements and \$27,708.42 for the interim report.

Motion: Stephen Tinnes

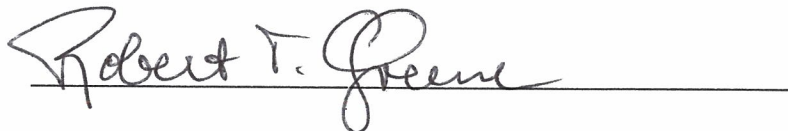
Second: Robert Chapman

Vote: All Directors present voted in favor.

**DISTRICT MANAGER'S REPORT**

Manager Beasley updated the Board on items of importance to the District.

There being no additional business to come before the Board Chairman Greene adjourned the meeting at 8:34pm.



ROBERT GREENE, CHAIRMAN, DENVER SOUTHEAST SUBURBAN  
WATER & SANITATION DISTRICT

ATTEST:



HEIDI TACKETT, SECRETARY