

**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 January 16, 2016 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 Walt Partridge, District Manager - Heather Beasley, Kevin Collins, District Accountant, and General Counsel – James Folkestad. Director Chapman’s absence was excused. Also present was Pinery resident Gerald Pisarski and M.J. Yu.

Chairman Greene called the meeting to order at 6:00 pm and established that a quorum of the Board was present.

Minutes for the December 9, 2015 Regular Board Meeting were approved as written.

**PUBLIC RESPONSE**

Pinery Water District resident Gerald Pisarski, residing at 8593 East Pawnee Road, Parker CO 80134 addressed the Board concerning recent high water bills. There were two consecutive months that his bill was higher than anticipated. District staff provided Mr. Pisarski with his meter profile that suggested a leak at his residence. After a brief discussion the Board requested that the District have Mr. Pisarski’s meter tested for accuracy and get back to the Board with a recommendation for further action.

Pinery Water District customer MJ Yu was present for a follow up on the High Water Bill Relief policy discussion 5360 Singletree Lane, Parker, CO 80134. The Chairman told MJ that the Board was not yet prepared to decide on her case and committed to her that the District Manager would follow up with her regarding their decisions tonight.

**DIRECTOR BUSINESS**

Director Tackett requested the Board change the meeting times of the District’s regular Board meetings to a later time. After a brief discussion, Director Tackett made a motion to change the start time for regular District Board meetings to 6:30 PM. Walt Partridge seconded the motion. All Directors voted in favor.

Chairman Greene announced that he will retire from the Pinery Water and Wastewater District Board at the end of his term in April. His last official meeting will be April 20, 2016.

Chairman Greene also announced that a former District Board member, Rod Yokham, passed away recently. He served on the Board for 16 years. His service will be at a Parker area church next week.

**EXECUTIVE SESSION**

At 6:30 PM, a motion was entered to move into Executive Session pursuant to C.R.S. 24-6-402(4)(b), “receive advice of legal counsel concerning the status of the legal action between District and Hydro Resources-Rocky Mountain, Inc. relative to Pinery Well A-16.”

Motion: Robert Greene

Second: Walter Partridge

Vote: All Directors present voted in favor.

At 7:55 PM the Board made a motion to move out of Executive Session and return to Regular Session.

Motion: Heidi Tackett

Second: Steve Tinnes

All Directors present voted in favor.

After the Executive Session, Jim Folkestad stated that all of the discussion in the Executive Session constituted a privileged attorney-client communication and therefore, no record or electronic recording was required to be kept of that discussion. Jim Folkestad further stated that the Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action with respect to the matters discussed during the Executive Session.

#### **ITEMS FOR CONSENT AGENDA:**

##### **Resolution 2016-01 regarding the 2016 Regular District Election**

This resolution specifies that two Board members' (Robert Greene and Walter Partridge) four year terms will expire after the May 3, 2016 regular District election and the procedures for the District's election.

##### **Resolution 2016-02 Approving an agreement to provide support services to the Cherry Creek Project Water Authority**

The board approved an agreement that provides support services such as Authority management, water rights accounting and facilities operations by Pinery staff to the Cherry Creek Project Water Authority.

##### **Resolution 2016-03 Approving Letter of Engagement with Clifton Larson Allen as the District Accountant**

The board approved an engagement letter retaining CliftonLarsonAllen as District Account for 2016.

**Resolution 2016-04 Approving an amendment to the agreement with CH2M Hill for final design services of the Pump Station #1 and Zone A Pipeline.** The Board was asked to approve an amendment to Task Order 2015-01 with CH2M for additional design services for some unforeseen permitting conditions and potential construction cost savings.

##### **Resolution 2016-05 Designating the location for posting of 24-hour notice of meetings for the Year 2016**

A motion was entered to approve all of the Resolutions under the Consent Agenda.

Motion: Walter Partridge

Second: Heidi Tackett

Vote: All Directors present voted in favor.

Chairman Greene thanked both Jim Folkestad and Kevin Collins for working on decreasing their billing to the District in 2015. The Chairman also requested that the minutes reflect the decision of the Board to retain both the District Attorney and District Accountant for 2016 rests heavily on over twenty years of great service and good relationships with both firms.

#### **ITEMS FOR BOARD DISCUSSION:**

##### **One Time Leak Policy (Water Bill Relief Policy)**

There was a lengthy discussion about the background and application of the current Board policy of relief from high water bills dues to leaks or uncontrollable events. The Board decided to allow customers to apply for relief from high water bills under the following conditions:

- Customers submit an application
- Customers provide proof of repair of the leak;
- Relief will be considered over two billing cycles;
- Each customer of the District may apply once every 7 years.

The Board directed that this policy be formalized and posted on the website.

Motion: Heidi Tackett

Second: Robert Chapman

All Directors present voted in favor.

##### **ATTORNEY'S REPORT**

General Counsel James Folkestad updated the Board and staff on matters of interest to the Board. Director Tackett asked about a status update on the proposed additional units in Colorado Golf. Chairman Greene emphasized that the District needs to carefully consider the impact of the additional units on the District's current water rights information.

##### **ACCOUNTANT'S REPORT**

There was discussion about abbreviating the accountant report for the board packet. The February packet will contain the necessary financial statements but not the supplemental information. The District manager will make sure the Treasurer gets that report separately.

##### **TREASURER'S REPORT**

Treasurer Steve Tinnes presented the Treasurer's Report for Board approval for the month of January 2016. A motion was entered approve expenses and checks issues in the amount of \$1,489,812.07 as shown in the disbursement.

Motion: Steve Tinnes

Second: Heidi Tackett

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 9:12 PM.



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ROBERT GREENE, CHAIRMAN DENVER SOUTHEAST SUBURBAN WATER &  
SANITATION DISTRICT

ATTEST:



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HEIDI TACKETT, SECRETARY