

**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 18, 2017 at the District Office at 5242 Old Schoolhouse Road, the time and place of the meeting according to the posted notices. Present were Board Chairman Walter Partridge, District Board Members, Heidi Tackett, Stephan Tinnes, Russ Hokanson and Jim Evans. Also present were District Manager, Heather Beasley, Kevin Collins, Accountant and Jim Folkestad of Folkestad Fazekas Barrick & Patoile, General Counsel.

Chairman Partridge called the meeting to order at 6:35 pm and established that a quorum of the Board was present.

DIRECTOR BUSINESS

Chairman Partridge commented on the draft of the "Pinery Pipeline" the monthly newsletter for the District that will be distributed to the customers each month in their bills. The Directors agreed that the topics would be at the discretion of the current author. Director Hokanson is next on the list for an article in the February bills.

Director Tinnes talked about a concept for the Rates and Fees study that he developed that aligns with an individualized budget rate structure. He has been doing some research and referred to an article of a California community with a similar concept for its rate structure. The Board agreed that Director Tinnes' concept would be appropriate to discuss during the Rates and Fees Study update process. Manager Beasley noted that the Request for Proposals for the Study update went out to consultants on January 9th and proposals from interested parties were expected back on February 3rd. She believes a contract for the work will be before the Board for consideration in February.

Public Comment for Items not on the Agenda

Robert Greene addressed the Board to pass along his appreciation for staff and Board's considerations and honor regarding the dedication of the new Pump Station #1 as the Robert W. Chapman Pump Station. Mr. Greene was present at the dedication celebrations and know that it meant a lot to the late Chairman, Bob Chapman. Mr. Greene also shared some thoughts on the late former chairman with the Board having spent twenty years on the Board with Mr. Chapman.

Minutes for the December 28, 2016 Special Board meeting were approved with necessary revisions as discussed.

Motion: Heidi Tackett

Seconded: Jim Evans

Vote: All Directors present voted in favor.

ITEMS FOR CONSENT AGENDA:

RESOLUTION 2017-01 DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICE FOR YEAR 2017

The Board approved the resolution setting the notice board by the entrance sign at the District Office as the location to post notice of meetings of the Board of Directors at least 24-hours in advance.

RESOLUTION 2017-02 APPROVING AN AGREEMENT TO PROVIDE SUPPORT SERVICES TO THE CHERRY CREEK PROJECT WATER AUTHORITY

The Board approved an agreement for District staff to provide support services such as operation and maintenance of Authority assets, water rights accounting and administrative services to the Cherry Creek Project Water Authority. The District is one of four members of the Authority.

A motion was made to approve Resolutions 2017-01 and 2017-02.

Motion: Heidi Tackett

Second: Jim Evans

Vote: All Directors present voted in favor.

ITEMS FOR BOARD ACTION AND/OR DISCUSSION:

RESOLUTION 2017-03 APPROVING THE DISTRICT EMPLOYEE HANDBOOK VERSION DATED JANUARY 18, 2017

This item was tabled until next month.

WISE Project Presentation

Manager Beasley information related to general District services and specifically about the overall WISE project.

ATTORNEY REPORT

Jim Folkestad provided the Board with an update on issues concerning the District.

ACCOUNTANT REPORT

Draft financial statements for December 31, 2016 were presented by Kevin Collins to the Board. There was discussion about the draft nature of the statements and what items could change as the District works to close the 2016 books over the next couple of months.

TREASURER REPORT

Treasurer Steve Tinnes presented the Treasurer's Report for Board approval for the month of November 2016. A motion was entered to approve the expenses and checks issued as written in the amount of \$538,954.92 for the interim report and \$647,341.60 for the disbursement report.

Motion: Steve Tinnes

Second: Jim Evans

Vote: All Directors present voted in favor.

MANAGER REPORT

Manager Beasley updated the Board on items of importance to the District including the progress of the Capital projects as well as some of the development projects around the District.

There being no additional business to come before the Board Chairman Partridge adjourned the meeting at 8:45 PM.



WALTER PARTRIDGE, CHAIRMAN
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:



HEIDI TACKETT, SECRETARY