

**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 17, 2018 at the District Office at 5242 Old Schoolhouse Road, the time and place of the meeting according to the posted notices. Present were District Board Members, Chairman Walter Partridge, Heidi Tackett, Stephan Tinnes, Russ Hokanson and Jim Evans. Also present were District Manager, Heather Beasley, and Jim Folkestad of Folkestad Fazekas Barrick & Patoile, General Counsel.

Chairman Partridge called the meeting to order at 6:30 pm and established that a quorum of the Board was present.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Several customers and residents of the District were present at the Board meeting. Chairman Partridge invited each visitor to speak and stay for the entire meeting.

First to speak was Greg Farrell, a contractor building a home in the Timbers subdivision. Greg filled out an application for Water and Sewer Service in August 2017. Mr. Farrell came back in January 2018 to pay the tap fees and found out the tap fees had increased from the 2017 rates by about \$1,500. Mr. Farrell asked the Board waive the increase in the tap fees since there was no expiration date shown on the application. The Board denied the request since the check was cut in November 2017 and the customer waited 6 weeks before coming in to pay the fees. The Board directed staff to make revisions to the application form to warn applicants that the fees quoted are only good until December 31 of the current year and that it is the applicant's responsibility to verify the amount immediately prior to payment.

Members of the Conservation Task Force were also present to address the Board. Jim McGannon, chair of the committee, spoke first. Alice Ramsey, Chuck Hinson, John Scanlin. Ken Smith and Derek Brown (not present) were also noted as members of the Task Force. Each member present told the Board their background and experience, and also what they wanted to accomplish on the Task Force. The Board thanked each of them for their involvement and help establishing some beneficial conservation measures. Director Tackett asked for them each to provide a short bio of their experience.

**DIRECTOR BUSINESS**

Director Tinnes presented a table that compares the cost per thousand gallons of the water in 2017 against the same amount of water in 2018. He also talked about his article for the next Pinery Pipeline Newsletter that will discuss the value to the BEACON EyeOnWater program and the importance of winter watering.

**MINUTES OF THE DECEMBER 20, 2017 REGULAR BOARD MEETING**

The minutes for the December 20, 2017 Regular Board meeting were approved with some revisions.

**Motion:** Heidi Tackett

**Seconded:** Jim Evans

**Vote:** All Directors present voted in favor.

**ITEMS FOR CONSENT AGENDA:**

**RESOLUTION 2018-01 APPROVING THE CHERRY CREEK PROJECT WATER AUTHORITY OPERATIONS AGREEMENT**

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.

**RESOLUTION 2018-02 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH LSI, INC FOR SCADA CONTROLS AND INSTRUMENTATION SERVICES**

**RESOLUTION 2018-03 RATIFYING THE EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND HEATHER BEASLEY AS THE DISTRICT MANAGER**

Director Tackett noted some necessary revisions to the previous version of the employment contract. The Board discussed the Exhibit A to the agreement containing the District Manager's 2017 Performance Goals. It was agreed to add another goal related to safety to the version of Exhibit A included in the Employment Agreement.

A motion was made to approve Resolution 2018-01, 2018-02, and 2018-03.

**Motion:** Heidi Tackett

**Second:** Steve Tinnes

**Vote:** All Directors present voted in favor.

**ITEMS FOR BOARD ACTION AND/OR DISCUSSION:**

**RESOLUTION 2018-05 APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN DENVER SOUTHEAST SUBURBAN WATER AND SANITATION DISTRICT, PARKER WATER AND SANITATION DISTRICT, AND CIELO METROPOLITAN DISTRICT**

This agreement sets the terms of the purchase of excess capacity in the Pinery's Wastewater Treatment Plant and the construction of a water pipeline by the Cielo Metropolitan District (Cielo). It was discussed and agreed that partnering on this infrastructure (pipeline) is more beneficial for the District than building its own infrastructure.

**Motion:** Walt Partridge

**Second:** Jim Evans

**Vote:** All Directors present voted in favor.

**RESOLUTION 2018-06 CONCERNING REGULAR ELECTION TO BE HELD MAY8, 2018**

The Board agreed that a mail-in ballot was the most reasonable method if an election is necessary.

**Motion:** Walt Partridge

**Second:** Russel Hokanson

**Vote:** All Directors present voted in favor.

**ATTORNEY REPORT**

Jim Folkestad provided the Board with an update on issues concerning the District. Two of the items on the current report (Stone Creek Ranch and Timbers) were pretty much done. The other two are still in process.

**ACCOUNTANT REPORT**

There were no questions on the Accountant Report. Manager Beasley reminded the Board that the report in the Board packet is in draft form and will likely change. The financial books will be kept open until February to catch the remaining invoices for work done in 2017.

**TREASURER REPORT**

Treasurer Steve Tinnes presented the Treasurer’s Report for Board approval for the month of December 2017. A motion was entered to approve the checks issued as written in the amount of \$515,053.35 for the interim report and to approve the disbursements in the amount of \$110,074.70.

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 was discussion about the progress of the WISE Wheeling Agreement with Parker. Manager Beasley responded that all of the members are waiting on Parker WSD and Town of Castle Rock to complete some negotiations unique to their agreement. Once that is done, all of the Wheeling Agreements will be consistent.

There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 8:15 PM.



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STEVE TINNES, TREASURER  
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:

  
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RUSSELL HOKANSON, ASST. SECRETARY