

**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 November 18, 2020 via video conference, the time and place of the meeting according to the posted notices. The public was invited to attend via a web address or telephone number according to the posted notices. Present were Chairman Walt Partridge, District Board Members Terry Franklin, Steve Tinnes and Jim McGannon. Also present was Heather Beasley, District Manager, Joe Kinlaw, District Counsel, Thuy Dam from CliftonLarsonAllen, and Carol Malesky and Siyuan Rio from Stantec. Several members of the public were present for the meeting to address the Board about filling the vacant Board seat. The residents interested in the vacant Board seat that were present were:

- Sonya Eyre
- Joseph Rosenkrantz
- Joel Fox
- Lia Neal-Graves
- Bill Albert
- Larry Shupe
- Kenneth Smith
- Josh Connors

**DIRECTOR BUSINESS**

Treasurer Tinnes asked if the Board would like to consider changing the time of the meetings in 2021. Chairman Partridge let the Board know that it would be discussed at the next Board meeting.

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

Chairman Partridge thanked everyone for attending the meeting and called on each resident interested in the vacant Board seat and asked each one to share some information about themselves including why they wanted to be on the Board. The discussion and decision on who to appoint to the Board would take place later in the meeting.

**MINUTES OF THE OCTOBER 21, 2020 REGULAR BOARD MEETING**

The minutes for the October Regular Board meeting were approved as presented.

**Motion:** Jim McGannon

**Seconded:** Walt Partridge

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

**CONSENT AGENDA**

**RESOLUTION 2020-22 APPROVING A PETITION FOR EXCLUSION OF PROPERTY FROM PINERY  
COMMERCIAL METROPOLITAN DISTRICT NO. 2 (LOTS 10,11, AND TRACT O)**

This was a title clean up issue from the developer that was not finished several years ago with the Pinery WWD bought property in this area.

## **2020 ASSET MANAGEMENT PROGRAM UPDATE**

A memo regarding the status of the asset management program was included for the Board's information. Director Franklin expressed his approval of the program. Director McGannon asked about the staff members directly tied to the Asset Management Program. Manger Beasley responded with a list of staff that is routinely involved.

A motion was entered to approve Resolution 2020-22.

**Motion:** Walt Partridge

**Seconded:** Terry Franklin

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

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

### **RATES AND FEES WORKSHOP #4**

The Stantec consultant team attended the Board meeting via Zoom call to present the final workshop for the Rates and Fees Study Update. The Board discussed potential wastewater rate structures including a tiered structure tied to the Average Winter Monthly Consumption (AWMC). Stantec also presented the Bill Impacts for each of the potential rate structures.

Two of the Directors prefer the tiered system to the current flat rate. Director Tinnes preferred a three-tiered rate structure.

A motion was made to accept the Scenario 3 as presented by Stantec that would potentially change the current flat monthly rate to a two-tiered rate based on a customer's AWMC.

**Motion:** Walt Partridge

**Seconded:** Terry Franklin

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

### **2021 DISTRICT BUDGET – DETAIL DISCUSSION**

Manager Beasley present the most recent draft of the 2021 District Budget. The Board was given the opportunity to discuss each line item in the presented budget. Director Franklin noted that he is still opposed to the Residential EyeOnWater project and would like to see those funds spent on a different, important project. Director McGannon reaffirmed his support that the project remains in the budget.

Chairman Partridge reminded the Board members and those members of the public still present that the Board would be holding a public hearing about the proposed 2021 District Budget at December's regular monthly Board meeting.

### **RESOLUTION 2020-23 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HYDRO RESOURCES – ROCKY MOUNTAIN, INC. TO PERFORM SERVICES FOR INSPECTION, REHABILITATION, AND ELECTRICAL UPGRADES OF DISTRICT WELLS**

This agreement will provide rehabilitation services on existing District water supply wells.

A motion was entered to approve Resolution 2020-23.

**Motion:** Walt Partridge

**Seconded:** Terry Franklin

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

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This agreement will provide rehabilitation services on existing District water supply wells.

A motion was entered to approve Resolution 2020-23.

**Motion:** Walt Partridge

**Seconded:** Terry Franklin

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

**RESOLUTION 2020-24 APPROVING CONTRACTS WITH RESOURCES CENTRAL SUPPORTING THE WATER EFFICIENCY ACTIVITIES FOR 2021**

This agreement will provide for the Slow the Flow and Garden in a Boxes programs for the District's residents. Director Tinnes asked if there any of the boxes comes with deer-resistant plants. Director McGannon volunteered to work with Resource Central to create a listing of plants that may be resistant. Staff is also working with Resource Central on that issue.

A motion was entered to approve Resolution 2020-24.

**Motion:** Walt Partridge

**Seconded:** Jim McGannon

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

**DISCUSSION REGARDING FILLING THE VACANT BOARD OF DIRECTOR SEAT**

Chairman Partridge asked the Board if there was any further discussion before conducting a vote by secret ballot. Director Franklin asked if any of the applicants were involved with the Water Efficiency Task Force (WETF). Manager Beasley confirmed that Mr. Smith had volunteered in the WETF since its formation. Director McGannon told all of the applicants that there were positions on the WETF if anyone was interested.

Motion was made and seconded by the Board to conduct a vote by secret ballot to appoint a candidate to fill the vacant board seat. Such a vote by secret ballot is permitted by C.R.S. § 24-6-402(2)(d)(IV). Kenneth Smith received four votes and was appointed to fill the vacant Board seat. Mr. Kinlaw noted that he would make arrangements to swear in Mr. Smith prior to the December regular Board meeting.

**ATTORNEY REPORT**

Mr. Kinlaw informed the Board that he had sent the completed Risk and Resilience Report to the Board last week under separate cover and asked if there were any questions about the procedure to provide comments. If a discussion were needed, due to the sensitive nature of the report, discussion would need to be held in an Executive Session. Mr. Kinlaw also clarified that any of the expenses incurred due to the Petition for Exclusion would be paid by the developer.

**ACCOUNTANT REPORT**

Thuy Dam presented the Accountants Report including the financial statements and variance report. She said expenses and revenues are generally tracking with the 4-year average. Thuy noted the addition to the Variance Report of any changes that have occurred between monthly financial statements.

**TREASURER REPORT**

Treasurer Tinnes presented the District's October Disbursement and Interim reports for approval. There was a motion to approve the interim payments of \$335,414.39 and the current disbursements in the amount of \$23,626.79.

Motion: Steve Tinnes

Second: Terry Franklin

Vote: All Directors present voted in favor.

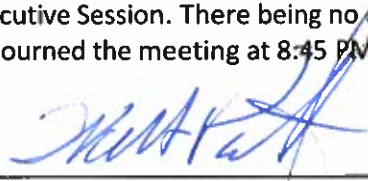
**MANAGER REPORT**

Manager Beasley updated the Board on items of importance to the District. There were no questions about the information included in the Managers Memo.

**EXECUTIVE SESSION**

At 8:25 PM, there was a motion to enter Executive Session pursuant to C.R.S. 24-6-402(4) (f) to discuss personnel matters relative to the District Manager's employment contract. All directors present voted in favor. Manager Beasley excused herself from the meeting.

A motion was made to exit the Executive Session at 8:43 PM. All directors present voted in favor of the motion. For the record, Mr. Kinlaw stated that no decisions were reached, and no formal action was taken by the board during Executive Session. There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 8:45 PM.



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WALT PARTRIDGE, SECRETARY  
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST



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HEATHER BEASLEY, ASSISTANT SECRETARY