

**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 21, 2021 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 District Board Members Terry Franklin, Steve Tinnes, Kenneth Smith, and Jim McGannon. Chairman Walt Partridge's absence was excused, and Secretary McGannon chaired the meeting. Also present was Heather Beasley, District Manager, Joe Kinlaw, District Counsel, and Thuy Dam from CliftonLarsonAllen.

DIRECTOR BUSINESS

There was no Director's business.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There was no public present.

MINUTES OF THE MARCH 17, 2021 REGULAR BOARD MEETING

The minutes for the March 17, 2021 Regular Board meeting were approved with no revisions.

Motion: Terry Franklin

Seconded: Steve Tinnes

Vote: All Directors present voted in favor.

CONSENT AGENDA

RESOLUTION 2021-09 APPROVING AN EASEMENT AGREEMENT FROM CIELO METROPOLITAN DISTRICT FOR WASTEWATER

RESOLUTION 2021-10 APPROVING COLORADO OPEN RECORDS ACT (CORA) DISTRICT POLICY

Treasurer Tinnes asked about the reason for raising the rate for staff to do research and it is because the rate is statutory. Secretary McGannon asked if this would be a resolution that would need to be revised annually. Mr. Kinlaw believes that this policy should not need revisions for several years.

A motion was entered to approve Resolutions 2021-09 and 2021-10.

Motion: Steve Tinnes

Seconded: Terry Franklin

Vote: All Directors present voted in favor.

ITEMS FOR BOARD ACTION AND/OR DISCUSSION

RESOLUTION 2021-11 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FARNSWORTH GROUP FOR FINAL DESIGN OF RESERVOIR 8B

This agreement will provide final design services for a new potable water storage tank in Hydraulic Zone F. Director Franklin asked about how it ties back to planned expenditures in the 2021 District Budget. Manager Beasley explained that this was a planned expense titled "Zone F & G Hydraulic Improvements".

A motion was entered to approve Resolutions 2021-11.

Motion: Terry Franklin

Seconded: Ken Smith

Vote: All Directors present voted in favor.

RESOLUTION 2021-12 APPROVING A CONSTRUCTION CONTRACT FOR REPAIRS TO RESERVOIR 7

This is for necessary repairs to Reservoir 7. There was an error noted on the Issue Statement and it did not match the Resolution. A motion was made to approve Resolution 2021-12 and approve a total expenditure of \$51,672.50 which includes a staff managed contingency of \$4,697.50.

Motion: Steve Tinnes

Seconded: Terry Franklin

Vote: All Directors present voted in favor.

RESOLUTION 2021-13 AUTHORIZING THE DISTRICT MANAGER TO ENTER INTO A LANDSCAPE IMPROVEMENT AGREEMENT(S)

This will allow the Manager to contract directly with landscaping contractors to get landscaping around the office renovated. Thuy Dam made several suggestions for potential companies to solicit in the area. Staff will be careful with the timing of the improvements so that it does not interfere with the indoor renovations to the building.

Motion: Steve Tinnes

Seconded: Terry Franklin

Vote: All Directors present voted in favor.

ATTORNEY REPORT

Mr. Kinlaw presented his monthly report to the Board. Mr. Kinlaw noted that he plans to discuss a redlined version of Part III of the Rules and Regs at the next Board meeting.

ACCOUNTANT REPORT

Thuy Dam from CliftonLarsonAllen presented the March 2021 financial statements. She recapped some of the questions raised on the financial statements from the previous meeting let the Board know that she was able to meet with Manager Beasley and Treasurer Tinnes to clarify. There were no questions on the Financial Statements.

TREASURER REPORT

Treasurer Tinnes presented the District's March 2021 Disbursement and Interim reports for approval. Director Tinnes also asked Ms. Dam and Manager Beasley to investigate opportunities to pay down some of the District's existing debt. Ms. Dam will be ready to discuss this at the next Board meeting. There was a motion to approve the interim payments of \$341,936.89 and the current disbursements in the amount of \$228,289.55.

Motion: Steve Tinnes


Second: Terry Franklin

Vote: All Directors present voted in favor.

MANAGER REPORT

Manager Beasley discussed the issues covered in the Quarterly Manager's Memo. The Board was interested in the number of customers who have set up accounts on the Eye On Water website once it has been installed on the customer's meter.

There being no additional business to come before the Board, Secretary McGannon adjourned the meeting at 7:10 PM.



JWM MCGANNON, SECRETARY
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST: 

HEATHER BEASLEY, ASSISTANT SECRETARY

