

**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 March 17, 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 Chairman Walt Partridge, District Board Members Terry Franklin, Steve Tinnes, Kenneth Smith, and Jim McGannon. Also present was Heather Beasley, District Manager, Joe Kinlaw, District Counsel, and Alilson Slife from CliftonLarsonAllen.

**DIRECTOR BUSINESS**

Director Smith asked about whether the District has an Emergency Response Plan (ERP). Manager Beasley replied that completing an ERP is on her organizational goals for this year and it is currently being worked on.

Director McGannon asked for requested revisions to be mentioned in the meeting minutes each month.

Director Tinnes asked about the fire escape route in the new office building layout. Manager Beasley said the architect is working with the County and the appropriate fire district to ensure that the plan is safe.

Chairman Partridge asked if excessive water use by HOAs would be addressed in the Drought Response Plan that is currently being prepared. He also asked what topics would be covered in the quarterly Manager's Memo. Manager Beasley explained that the memo would cover the following: Capital Projects, Conservation Program, Asset Management program, Electrical Use Audit, and the BEACON EyeOnWater project

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

There was no public present.

**MINUTES OF THE FEBRUARY 17, 2021 REGULAR BOARD MEETING**

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

**Motion:** Ken Smith

**Seconded:** Steve Tinnes

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

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

**DISCUSSION REGARDING RESOLUTION 2020-13 SUSPENDING LATE FEES AND DISCONNECTION SERVICES**

Treasurer Tinnes asked for clarification about the Governor's Executive Order in force currently and whether the District could legally disconnect services. A motion was entered to continue the discontinuation of late fees and disconnection of service (as approved in Resolution 2020-13) and plan to reevaluate the resolution again in a few months.

**Motion:** Walt Partridge

**Seconded:** Terry Franklin

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

**DISCUSSION REGARDING PROPOSED REVISIONS TO THE DISTRICT'S RULES AND REGULATIONS, PART I**

Mr. Kinlaw guided the Board through the proposed revisions page by page. Necessary corrections were noted and the final draft of the new Part I of the Rules and Regulations will be presented to the Board for approval in a couple of months.

**ATTORNEY REPORT**

Mr. Kinlaw presented his monthly report to the Board. There were no questions or comments.

**ACCOUNTANT REPORT**

Allison Slife from CliftonLarsonAllen presented the December 2020, January 2021, and February 2021 financial statements. Treasurer Tinnes had several questions regarding the December 2020 Financial Statements and will meet offline with Manager Beasley and CLA to discuss those questions.

**TREASURER REPORT**

Treasurer Tinnes presented the District's February 2021 Disbursement and Interim reports for approval. There was a motion to approve the interim payments of \$163,627.11 and the current disbursements in the amount of \$43,339.60.

Motion: Steve Tinnes

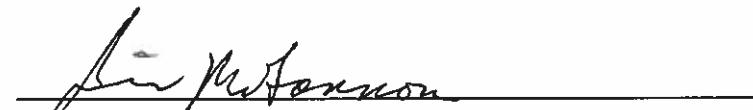
Second: Terry Franklin

Vote: All Directors present voted in favor.

**MANAGER REPORT**

Manager Beasley discussed the progress of the Office Remodel project and the potential for unforeseen issues with the old schoolhouse building that houses the Board room. It is an old building, and the foundation is sinking. The decision was made to remove that part from the current remodel project and deal with that building once the renovations to the rest of the building are complete.

There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 7:40 PM.



JIM MCGANNON, SECRETARY  
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:

  
HEATHER W BEASLEY, ASST. SECRETARY