

**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 Thursday November 17, 2022, the time and place of the meeting according to the posted notices. Present were Board Chairman Walt Partridge, Treasurer Franklin and Joshua Connors Secretary Jim McGannon and Lisa Neal-Graves were not present and excused. Chairman Partridge opened the meeting at 6:00PM established that there was a quorum. Also, present was Heather Beasley, District Manager and Joe Kinlaw, District Counsel, and Thuy Dam of ClitonLarsonAllen, District Accountant.

DIRECTOR BUSINESS

There was no Director's Business.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Matt Erculiani, a resident in the District and representing the Pinery Glenn Homeowner's Association addressed the Board. He asked if the Board would allow the Pinery Glenn HOA to hold their regular Board meetings in the Old Schoolhouse. Mr. Kinlaw will look into any legal considerations and will have a recommendation for the Board at the December meeting.

MINUTES OF THE OCTOBER 20, 2022 REGULAR BOARD MEETING

The minutes for the October 20, 2022 Regular Board meeting were approved with corrections.

Motion: Walt Partridge

Seconded: Joshua Connors

Vote: All Directors present voted in favor.

ITEMS FOR BOARD DISCUSSION OR ACTION

RESOLUTION 2022- 40 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FARNSWORTH GROUP, INC. FOR FINAL DESIGN AND CONSTRUCTION OBSERVATION SERVICES FOR THE ZONE A TO ZONE F PIPELINE

Manager Beasley generally explained the details of and the need for the project that will parallel a pipeline under Cherry Creek for redundancy.

A motion was made to approve Resolution 2022-40.

Motion: Terry Franklin

Seconded: Joshua Connors

Vote: All Directors present voted in favor.

RESOLUTION 2022-41 APPROVING A CHANGE ORDER TO THE WELL L SITE CIVIL AGREEMENT WITH GLACIER CONSTRUCTION CO., INC. FOR CONSTRUCTION OF WELL L PIPELINE

Director Connors asked if this change order was due to cost increases. Manager Beasley explained that this was a scope of work expansion. A motion was made to approve Resolution 2022-41.

Motion: Joshua Connors

Seconded: Terry Franklin

Vote: All Directors present voted in favor.

RESOLUTION 2022-42 APPROVING AN AGREEMENT WITH GLACIER CONSTRUCTION CO., INC. FOR WELL A6 SITE IMPROVEMENT PROJECT

A motion was made to approve Resolution 2022-42.

Motion: Walt Partridge

Seconded: Joshua Connors

Vote: All Directors present voted in favor.

DISCUSSION REGARDING DRAFT OF 2023 DISTRICT BUDGET

There were no questions about this version of the Budget. Treasurer Franklin pointed out a typo in the CCPWA line item. That will be fixed in the final version. Manager Beasley briefly pointed out the Tap Fees comparison charts.

DISCUSSION OF DISTRICT MANAGER 2023 GOALS AND EMPLOYMENT CONTRACT

The Board discussed the list of 2023 District Goals that was circulated to the Board the week prior. Treasurer Franklin proposed adding another goal that would develop a Purchasing Policy to be reviewed and approved by the Board. Manager Beasley will have the final list of goals with milestones and dates prepared for the next meeting in December.

ATTORNEY REPORT

Mr. Kinlaw presented the Attorney Report. He confirmed that all notices required by law were posted for the Public Hearing about the District Budget and Rates and Fees in December.

ACCOUNTANT REPORT

Thuy Dam from CliftonLarsonAllen presented the Financial Statements ending October 31, 2022. She said that revenues and expenses were tracking consistent with the four-year averages. There were no questions regarding the Financial Statements.

Manager Beasley informed the Board that she had sent out a Request for Proposals to area accounting firms for accounting services in 2023. Proposals are due Back December 2, 2022 and Manager Beasley will have a recommendation for the Board in December. She has also contacted several law firms for a similar request for proposals for legal services. She reported though that she was running into dead ends because so many law firms cannot perform those services for the District since they are conflicted.

TREASURER REPORT

Treasurer Franklin presented the Interim and Disbursement reports to the Board for approval. He made a motion to approve the interim payments of \$777,189.98 and the current disbursements in the amount of \$153,181.44 for a total authorization of payments in the amount of \$930,371.42.

Motion: Terry Franklin

Second: Walt Partridge

Vote: All Directors present voted in favor.

MANAGER REPORT

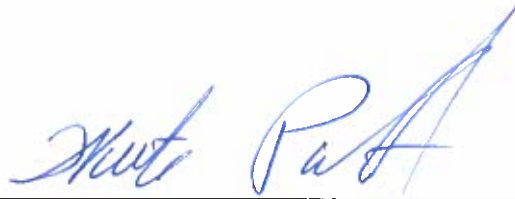
Manager Beasley informed the Board of potential cost increases on all the CORE Electric projects currently under contract. Staff will wait to proceed on the Pump Station #1 project until we get the final cost back. Mr. Kinlaw will review the legal contracts in the interim and will advise the Board next month on potential next steps. She also let them know about an active fraud case that is in process right now. Douglas County Sheriff office is involved and investigating.

EXECUTIVE SESSION

At 6:45 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 7:25 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 7:30 PM.



WALTER PARTRIDGE, CHAIRMAN
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:



HEATHER BEASLEY, ASSISTANT SECRETARY

