

**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 August 17, 2023, the time and place of the meeting according to the posted notices. Present were Jim McGannon, Rod Bergholm, and Lisa Neal-Graves. Joshua Connors and Walt Partridge were absent and excused. Secretary McGannon opened the meeting at 6:00 PM and established that there was a quorum. Also, present was Heather Beasley, District Manager, Thuy Dam, District Accountant, and Joe Kinlaw, District Counsel.

**DIRECTOR BUSINESS**

Director Neal-Graves asked Manager Beasley again about the Water Commission that had been formed by Douglas County. Manager Beasley gave Director Neal-Grave her opinion of the commission and discussed how the Commission would not have much impact on the District. She also commented about the meter team that was out recently and what a great job they do with restoring the landscaping when they must disrupt it.

Secretary McGannon asked questions about the water districts' emergency response system. Manager Beasley told him there is a system set up and that she could find more specific details about it for him. Jim also asked about what newsletters the District has put the EyeOnWater information in. Manager Beasley said she would check on both items and get back to the Board about them.

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

No one from the public was present.

There was a motion to add Resolution 2023-30 to the agenda. This is an easement that will be dedicated to the District for Shallow Well 14.

**Motion:** Lisa Neal-Graves

**Seconded:** Rod Bergholm

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

**MINUTES OF THE JULY 20, 2023 REGULAR BOARD MEETING**

The minutes for the July 20,2023 Regular Board meeting were approved as presented.

**Motion:** Rod Bergholm

**Seconded:** Lisa Neal-Graves

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

## **CONSENT AGENDA**

### **RESOLUTION 2023-30 APPROVING AN EASEMENT AGREEMENT WITH SCOTT AVE LAND HOLDINGS, LLC FOR SHALLOW WELL 14**

A motion was made to approve Resolution 2023-30.

**Motion:** Lisa Neal-Graves

**Seconded:** Rod Bergholm

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

## **DISCUSSION AND ACTION ITEMS AGENDA**

### **RESOLUTION 2023-29 APPROVING A CHANGE ORDER TO THE IRON WOMAN CONTRACT RELATED TO THE HILLSIDE WAY POTABLE PIPELINE REPLACEMENT PROJECT.**

Director Neal-Graves asked for an explanation of the types of backfill. Manager Beasley explained the difference between Type I and Type II backfill. A motion was made to approve Resolution 2023-29.

**Motion:** Jim McGannon

**Seconded:** Lisa Neal-Graves

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

### **DISCUSSION ABOUT THE FIRST DRAFT OF THE PURCHASING POLICY**

Director Neal-Graves asked about how strictly the District must adhere to awarding to the lowest bidder. Joe Kinlaw explained that the District has the right to consider qualifications as well as the lowest bid to determine which company to contract with. Secretary McGannon asked about the prequalification process and Mr. Kinlaw explained that it is already worked into the bidding process. There was a question about how we determine how much the fund balance should be. Manager Beasley let the Board know that there was a policy to that effect drafted several years ago. Manager Beasley will work with Thuy Dam to dig that up and circulate it to the Board.

### **DISCUSSION ABOUT THE FIRST DRAFT OF THE 2024 DISTRICT BUDGET**

There was no discussion about the proposed District Budget and there were no questions. Manager Beasley committed to supplying a very detailed memo about each of the line items in the Budget for next month's meeting.

### **ATTORNEY REPORT**

Mr. Kinlaw presented his Attorney Report. This was a quiet month and not much to report on.

### **ACCOUNTANT REPORT**

The July 2023 Financial Statements were included in the Board packet for review. Director Bergholm had a question about why the chemicals for water treatment were so high if the water demand was less than previous years. Manager Beasley explained that there has been a huge increase in the cost of chemicals from last year to this year. Secretary McGannon had questions about the status of the District loans.

**TREASURER REPORT**

Manager Beasley let the Board know that Treasurer Connors reviewed the Interim and Disbursement reports and backup materials prior to leaving town last week. He had no issues with anything presented. Rod Bergholm made a motion to approve the interim payments of \$1,464,006.59 and the current disbursements in the amount of \$166,011.99 for a total authorization of payments in the amount of \$1,630,018.58.

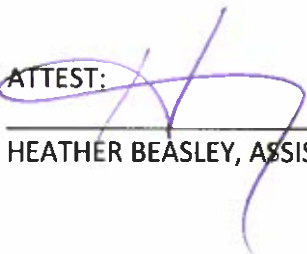
Motion: Rod Bergholm

Second: Lisa Neal-Graves

Vote: All Directors present voted in favor.

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

  
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JIM MCGANNON, BOARD SECRETARY  
DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:   
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HEATHER BEASLEY, ASSISTANT SECRETARY

