

**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 September 21, 2023, the time and place of the meeting according to the posted notices. Present were Walter Partridge, Jim McGannon, Rod Bergholm, and Joshua Connors. Lisa Neal-Graves was absent. Chairman Partridge 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

Chairman Partridge reminded the Board that the October meeting would be held on October 12 and that he would not be there for that meeting. Secretary McGannon will chair the meeting in his absence. It was agreed that Director Bergholm would be responsible for the next newsletter article. Chairman Partridge also asked the Board to change the order of the agenda to allow Joe Kinlaw to leave the meeting early. The Attorney's report would be covered right after the Director Business.

Treasurer Connors noted that the project on Hillside seems to be progressing nicely. Director Bergholm asked about the details of the Turf Removal program. Manager Beasley promised to provide details about the program in the upcoming Quarterly Manager Memo that will be in the October Board Packet.

ATTORNEY REPORT

Mr. Kinlaw presented his Attorney Report. There has been progress on advancing the easements needed in the Cross Creek inclusion for the Shallow Well 14. Mr. Kinlaw discussed the specifics of having the budget and Rates and Fees available for public inspection ahead of the Public Hearing that may be set by the Board at the meeting.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No one from the public was present.

MINUTES OF THE AUGUST 17, 2023 REGULAR BOARD MEETING

The minutes for the August 17, 2023 Regular Board meeting were approved with two revisions.

Motion: Jim McGannon

Seconded: Rod Bergholm

Vote: All Directors present voted in favor.

DISCUSSION AND ACTION ITEMS AGENDA

RESOLUTION 2023-31 APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH STANTEC FOR ON-CALL ENGINEERING SERVICES RELATED TO WATER AND WASTEWATER SYSTEM HYDRAULIC MODELING.

Manager Beasley explained that there is no expense associated with this agreement and confirmed that it does expire at the end of 2023. Most likely, staff will ask the Board to renew this agreement in 2024. There was a motion to approve Resolution 2023-31.

Motion: Josh Connors

Seconded: Rod Bergholm

Vote: All Directors present voted in favor.

DISCUSSION REGARDING SECOND DRAFT OF 2024 DISTRICT BUDGET AND SET A PUBLIC HEARING FOR 2024 DISTRICT BUDGET, 2024 RATES AND FEES, AND 2024 TAP FEES

The Board provided Manager Beasley with a comment regarding the 2024 Budget, page by page. The Board asked Manager Beasley, as part of her 2024 District Goals, to review the Pinery WSD employee benefits compared to surrounding water suppliers. Treasurer Connors offered some considerations about adult children of employees that should be evaluated as well. The Board also directed Manager Beasley to expand the Turf Removal program for 2024. There were a few items in the Capital Outlay section of the 2024 Budget that the Board request more information on. Manager Beasley will supply that information in next month's Board packet. There was a motion to set a Public Hearing regarding the 2024 District Budget and proposed revisions to the 2024 District Water and Sewer Rates and the 2024 District Tap Fees and for the public to voice any concerns at the November Regular Board Meeting scheduled for November 16, 2023, at 6:00 PM to be held at the District Office.

Motion: Walt Partridge

Seconded: Josh Connors

Vote: All Directors present voted in favor.

ACCOUNTANT REPORT

The August 31, 2023 Financial Statements were included in the Board packet for review. Ms. Dam discussed some of the details of the variance report. Then Ms Dam discussed the "Funds Available and Interest Earnings Analysis" that was sent to the Board earlier in the week. The Board discussed the indicators used to set an appropriate Reserve Policy. The Board asked Manager Beasley to include the Reserve Policy in the next draft of the Purchasing Policy.

TREASURER REPORT

Treasurer Connors presented the Interim and Disbursement reports. There was a motion to approve the interim payments of \$945,464.20 and the current disbursements in the amount of \$1,021,021.05 for a total authorization of payments in the amount of \$1,966,485.25.

Motion: Josh Connors

Second: Rod Bergholm

Vote: All Directors present voted in favor.

Manager Memo

Manager Beasley sent a memo to the Board of Directors on Monday September 18th. She asked if there were any questions regarding the information in the memo. The Net Diligence Quiet Audit Cyber Assessment was discussed. Manager Beasley noted the District's current exposure to Personally Identifiable Information (PII) and the progress made to bolster the District's resilience to cyber attacks as recommended in the Assessment. She also pointed out that the continued progress was noted and accounted for in the 2024 District Budget.

There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 8:00 PM.



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

ATTEST: 

HEATHER BEASELY, ASSISTANT SECRETARY

