

**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 16, 2023, the time and place of the meeting according to the posted notices. Present were Chairman Walt 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. The following residents of the District also were in attendance: Bruce Kelly, Michael Schildt, Tim Hall, David Brummond, Michelle Brummond, and Greg Woodward.

**DIRECTOR BUSINESS**

Chairman Partridge let the Board know that Lisa Neal-Graves submitted her letter of resignation from the Board of Directors. She will soon be moving out of the District. Chairman Partridge let the Board know that he contacted Charles Hinson, who was a candidate in the 2023 District Election that got the next most votes after Walt Partridge and Rod Bergholm, and asked if he would be interested in serving on the Board. Charles is interested. There was a motion by the Board of Directors to appoint Charles Hinson to serve on the Board in the seat that was vacated by Lisa Neal-Graves.

**Motion:** Jim McGannon

**Seconded:** Josh Connors

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

Chairman Partridge and Josh Connors know that he will be responsible for the next article in the newsletter for December. There was also a slight change to the agenda. The Board agreed to move the discussion about the District Manager's 2024 Goals to after the various reports. There was also discussion about whether to change the date of the Board meetings back to the third Wednesday of the month. The Board changed the date to the third Thursday of the month to accommodate some schedule conflicts of Director Neal-Graves. Since she resigned, the Board will discuss at the next Board meeting whether to keep the meetings on Thursday or change it back to Wednesday.

Chairman Partridge next introduced each of the Board members and the staff to the members of the Public who were present.

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

Michael Schildt, resident of the District, asked about the status of the Walker Reservoir Project. Manager Beasley provided a status update.

**MINUTES OF THE OCTOBER 12, 2023 REGULAR BOARD MEETING**

The minutes for the October 12, 2023 Regular Board meeting were approved with one revision.

**Motion:** Jim McGannon

**Seconded:** Rod Bergholm

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

## **DISCUSSION AND ACTION ITEMS AGENDA**

### **DISCUSSION OF WASTEWATER TREATMENT PLAN PLANNING STUDY**

Manager Beasley presented the Wastewater Treatment Plant Planning Study that included five proposed future projects and initial costs estimates. There was a lot of discussion about the need for each of the projects and Manager Beasley explained the priority of each.

### **PUBLIC HEARING REGARDING THE POTENTIAL REVISION TO DISTRICT WATER AND WASTEWATER RATES AND FEES AND TAP FEES IN 2024**

Chairman Partridge opened a Public Hearing at 6:36 PM. Michelle Brummond asked the Board what the reason is for raising rates now. Chairman Partridge explained the numerous factors that go into determining the rates and fees. He also explained the District is a not-for-profit organization and must collect revenue to offset its expenses. The same cost hikes in goods and utilities that the residents of the District are experiencing are the same cost hikes the District is experiencing. Chairman Partridge closed the Public Hearing at 7:00 PM.

### **RESOLUTION 2023-33 SETTING RATES AND FEES FOR 2024**

### **RESOLUTION 2023-34 SETTING TAP FEES FOR 2024**

After the Public Hearing closed, there was a motion to approve Resolutions 2023-33 and 2023-34.

**Motion:** Jim McGannon

**Seconded:** Rod Bergholm

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

### **PUBLIC HEARING FOR CONSIDERATION OF THE 2024 DISTRICT BUDGET**

Chairman Partridge opened a Public Hearing at 7:01 PM. There were no comments, and the Chairman Partridge closed the Public Hearing at 7:02 PM

### **RESOLUTION 2023-35 TO ADOPT 2024 DISTRICT BUDGET**

### **RESOLUTION 2023-36 TO APPROPRIATE SUMS OF MONEY**

### **RESOLUTION 2023-37 TO SET MILL LEVY**

After the Public Hearing closed, there was a motion to approve Resolutions 2023-35 through 2023-37.

**Motion:** Jim McGannon

**Seconded:** Rod Bergholm

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

### **RESOLUTION 2023-38 APPROVING A CONTRACT WITH HYDRO RESOURCES FOR WELL INSPECTION AND REHABILITATION**

This contract is to continue the preventative maintenance program with the raw water wells by inspecting a rehabilitating two District wells in 2024. There was a motion to approve Resolution 2023-38.

**Motion:** Joshua Connors

**Seconded:** Walter Partridge

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

### **RESOLUTION 2023-39 APPROVING THE DISTRICT PURCHASING POLICY**

This is the second review of the proposed policy. Secretary McGannon had a question about if this is a new policy or a revision of an existing policy. Manager Beasley confirmed that this is a new policy. There was a motion to approve Resolution 2023-39.

**Motion:** Walt Partridge

**Seconded:** Josh Connors

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

**RESOLUTION 2023-40 APPROVING THE DISTRICT RESERVE POLICY**

This is also a new Board policy, but one documenting current business practices. There was a motion to approve Resolution 2023-40.

**Motion:** Walt Partridge

**Seconded:** Rod Bergholm

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

**ATTORNEY REPORT**

Mr. Kinlaw presented his Attorney Report; it was short. He noted that all the proper notices were posted according to Statute regarding the Public Hearings for the budget and the potential change to the rates and fees. Mr. Kinlaw also committed to reaching out to Chuck Hinson to ensure that he is sworn in prior to the December Board meeting.

**ACCOUNTANT REPORT**

Thuy Dam presented the financial statements as of October 31, 2023. She noted that investment returns are still high at 5.5% for the Districts cash balance. Treasurer Connors asked for some clarification on two items mentioned on the Variance Report: WISE participations and Conservation.

**TREASURER REPORT**

Treasurer Connors presented the Interim and Disbursement reports. There was a motion to approve the interim payments of \$855,037.01 and the current disbursements in the amount of \$1,373,076.16 for a total authorization of payments in the amount of \$2,228,113.17.

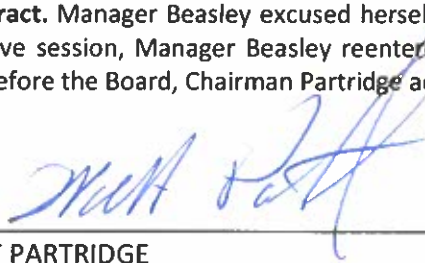
Motion: Josh Connors

Second: Rod Bergholm

Vote: All Directors present voted in favor.

**DISCUSSION OF DISTRICT MANAGER 2024 GOALS AND EMPLOYMENT CONTRACT**

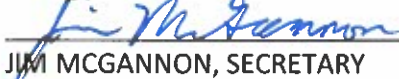
The Board discussed the progress of the 2023 District Manager Goals and the draft of the 2024 goals provided to it in the November Board packet. At 7:40 PM the Board of Directors made a motion to enter Executive Session pursuant to **C.R.S. 24-6-402(4) (f) to discuss personnel matters relative to the District Manager's employment contract.** Manager Beasley excused herself from the Board Room. At 8:25 PM, having adjourned the executive session, Manager Beasley reentered the Board Room. There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 8:30 PM.



WALT PARTRIDGE

DENVER SOUTHEAST SUBURBAN WATER & SANITATION DISTRICT

ATTEST:



JIM MCGANNON, SECRETARY

