

**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 December 18, 2024, the time, and place of the meeting according to the posted notices. Present were Chairman Walt Partridge, Jim McGannon, Rod Bergholm, Joshua Connors, and Chuck Hinson. Chairman Partridge opened the meeting at 6:00 PM and established that there was a quorum. Also, present were Heather Beasley, District Manager, Dan Hammann, District Director of Operations, and Joe Kinlaw, District General Counsel.

**DIRECTOR BUSINESS**

Chairman Partridge let Secretary McGannon know that he is responsible for the newsletter article next month. He thanked the staff for the very nice Holiday Luncheon and asked Mr. Hammann about the follow-up to the dirty water complaint the Board received at the Board meeting last month. Mr. Hammann explained that he and his staff met with the homeowners with the complaints the day after the Board meeting and all issues had been resolved.

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

Matt Ecuilani, resident of the District, was present at the meeting. He asked about the development that was in progress on the property directly adjacent to the Wastewater Treatment Plant. Manager Beasley explained the status of the commercial development that had begun construction there. There was also an email received by Manager Beasley addressed to the Board that raised concerns about her Average Winter Monthly Consumption (AWMC) that will dictate her monthly wastewater charge. Chairman Partridge asked if staff had responded to her. Manager Beasley confirmed that she did respond and from the consumption data that she reviewed, it didn't appear there would be a problem.

**MINUTES OF THE NOVEMBER 20, 2024, REGULAR BOARD MEETING**

Secretary McGannon made a motion to approve the minutes for the November 20, 2024, Regular Board meeting as presented. The motion was seconded by Treasurer Connors. All Directors present voted in favor.

**CONSENT AGENDA**

**RESOLUTION 2024-40 DESIGNATING TIME AND LOCATION OF REGULAR MEETINGS, SPECIAL MEETINGS;  
AND POSTING LOCATIONS FOR NOTICES OF REGULAR AND SPECIAL MEETINGS FOR YEAR 2025**

**RESOLUTION 2024-41 APPROVING AND UPDATE TO THE COLORADO OPEN RECORDS ACT (CORA)  
POLICY**

Secretary McGannon asked what the changes to the CORA policy were. Mr. Kinlaw explained that it was the amount that could be charged per hour to fulfil any CORA requests. Treasurer Connors made a motion to approve Resolution 2024-40 and Resolution 2024-41. The motion was seconded by Secretary McGannon. All Directors present voted in favor.

## **BOARD ACTION OR DISCUSSION ITEMS**

### **RESOLUTION 2024-42 APPROVING REVISIONS TO THE EMPLOYEE HANDBOOK**

Secretary McGannon confirmed with Manager Beasley that the changes were only those approved by the Board earlier in the year related to Employee Benefits. Director Bergholm made a motion to approve Resolution 2024-42. The motion was seconded by Treasurer Connors. All Directors present voted in favor.

### **RESOLUTION 2024-43 APPROVING 2024 ENGAGEMENT OF BURNS FIGA & WILL FOR SPECIAL WATER COUNSEL LEGAL SERVICES**

Secretary McGannon made a motion to approve Resolution 2024-43. The motion was seconded by Director Hinson. All Directors present voted in favor.

### **RESOLUTION 2024-44 APPROVING 2024 ENGAGEMENT OF FOLKESTAD FAZEKAS BARRICK AND PATOILE FOR GENERAL COUNSEL LEGAL SERVICES**

Chairman Partridge thanked Mr. Kinlaw for his great service in 2024 and made a motion to approve Resolution 2024-44. The motion was seconded by Director Bergholm. All Directors present voted in favor.

### **RESOLUTION 2024-45 APPROVING 2024 ENGAGEMENT OF WIPFLI FOR AUDIT SERVICES**

Secretary McGannon made a motion to approve Resolution 2024-45. The motion was seconded by Director Bergholm. All Directors present voted in favor.

### **RESOLUTION 2024-46 APPROVING AN AGREEMENT WITH PEI FOR IT SERVICES IN 2025**

Treasurer Connors made a motion to approve Resolution 2024-46. The motion was seconded by Director Bergholm. All Directors present voted in favor.

### **RESOLUTION 2024-47 APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE DISTRICT AND HEATHER BEASLEY AS DISTRICT MANAGER**

Manager Beasley noted that changes were made to Exhibit A based on the conversation at the November Board meeting. Director Bergholm made a motion to approve Resolution 2024-47. The motion was seconded by Director Hinson. All Directors present voted in favor.

### **RESOLUTION 2024-48 APPROVING AN AGREEMENT WITH CHERRY CREEK PROJECT WATER AUTHORITY TO PROVIDE SUPPORT SERVICES**

Treasurer Connors made a motion to approve Resolution 2024-48. The motion was seconded by Director Bergholm. All Directors present voted in favor.

## **ATTORNEY REPORT**

Mr. Kinlaw presented his Attorney Report. He let the Board know that the Conditional Will Serve letter for the Thunder project has not been issued yet. He also noted some of the information in his report related to the upcoming election in May 2025.

## **ACCOUNTANT REPORT**

Manager Beasley presented the financial statements for November 2024. There were no comments or questions.

**TREASURER REPORT**

Treasurer Connors presented the Interim and Disbursement reports. He noted some interesting payments including Prairie Dog Control and the 2010 Loan payments. He made a motion to approve the interim payments of \$1,713,991.89 and the current disbursements in the amount of \$428,149.56 for a total authorization of payments in the amount of \$2,142,141.45. Director Bergholm seconded the motion. All Directors present voted in favor.

**MANAGER REPORT**

There was not a Quarterly Manager Report in this month's Board packet and instead Manager Beasley presented the Staffing Efficiency Study. The Board very much appreciated the Study, and it will be useful in the years to come.

There being no additional business to come before the Board, Chairman Partridge adjourned the meeting at 6:36 PM.



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WALT PARTRIDGE  
CHAIRMAN, DENVER SOUTHEAST SUBURBAN WATER & SANITATION  
DISTRICT

ATTEST:



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JIM MCGANNON, SECRETARY