

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
GRANT WATER & SANITATION DISTRICT
NOVEMBER 16, 2022, at 9:00 a.m.**

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, November 16 2022, at the hour of 9:00 a.m. at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado. Directors present were Mike Cowan, Bruce Guard, Sam Garza, Monte Sudbeck, and Eric Edwards. Also attending were Justin Meeks, Judy Simonson, Nicki Simonson, Rebecca Hill, along with legal counsel Jennifer Bailey and Don Sisson. Mr. Cowan presided.

1. Administrative Matters

a. Disclosure of Conflicts of Interest. There were no changes to the board member disclosures.

b. Open Forum. The open forum was passed in the absence of any members of the public.

c. Minutes. The minutes of the regular meeting held on October 19, 2022 were approved upon motion by Mr. Garza and second by Mr. Sudbeck.

d. Meeting Schedule. The 2023 Meeting Schedule was approved upon motion by Mr. Sudbeck and second by Mr. Edwards.

2. Legal Matters

a. Mr. Edwards then moved to enter Executive Session for the purpose of receiving advice from legal counsel on specific legal questions related to the 2021 Capital Improvement Project, as authorized by §24-6-402(4)(e), C.R.S. Engineering & Maintenance

Matters. The motion was approved upon second by Mr. Sudbeck. After discussion, the Board exited executive session. Mr. Edwards moved to direct Don Sisson to send communication to Liberty Mutual, detailing the District's willingness to remove the Poppy Hills paving reimbursement from the claim, with a goal towards moving this issue towards resolution. The motion was approved upon second by Mr. Sudbeck.

3. Engineering & Maintenance Matters

Engineering Report. Mr. Meeks reported as follows:

a. Lift Station Alarm Upgrade. Mr. Meeks provided information to the Board regarding a proposed equipment update to the lift station alarms which he has added to the engineering budget for 2023. This OmniSite Crystal Ball equipment would provide alarms to the operator via a cellular connection to push text and email notification of alarms, along with remote monitoring of pump runtimes, cycles and electrical power draw as well as serving as a backup controller for the lift station should the main controls fail.

b. Underdrain Remediation. DRC is on track to complete the 125 days remaining for the annual maintenance of the underdrain having completed 12 days throughout October. They have noted that two mains; one in Heron Shores and one in Hillsboro, where it appears that cleaning activities have broken small holes in the pipe. DRC is using increased caution and now cleaning these pipes from the opposite direction to minimize damage. Once clean, they will repair the broken pipes with a cure-in-place solution to maintain the integrity of the lines.

c. Annual Maintenance. DRC has not yet completed the remaining 11 CCTV inspection videos, but they have committed to their completion by the end of the year.

d. 2022 Jefferson County Paving. Jefferson County has completed this project and all associated debris cleanup.

e. **Sump Pumps.** After Board discussion, it was decided to postpone this project until 2024 in order to keep costs down so the 2023 rate increase is kept to a minimum.

f. **Easement Coordination.** The Joint Easement Committee met last week with BMD and the HOA to discuss ongoing easement coordination and plans for next year.

g. **We Knead Donut Grease Interceptor.** Martin/Martin observed the installation of the grease interceptor to service the proposed donut shop in the Chanson Plaza shopping center on November 8, 2022. There were a few issues noted on installation that will need to be remedied by the owner.

h. **Rebel Chicken Grease Interceptor.** This business has moved into the space previously occupied by Garbanzos and is using the existing grease interceptor. They have made changes to their kitchen space which could affect the required grease interceptor size needed. Martin/Martin is awaiting a response from Rebel Chicken as to what size interceptor is currently installed.

4. **Budget and Rate Hearing.** The budget and rate hearing was opened upon motion by Mr. Sudbeck and approved upon second by Mr. Edwards, the notice for which was published in the local newspaper as required by law. No public comments were received on the proposed budget.

a. **2023 Rates and Fees.** Ms. Judy Simonson gave a high-level overview of how the 2023 rates were determined. Water meter readings were provided to the District by Denver Water and those numbers were used to calculate overall usage and rates. The commercial customers rate will go down from \$2.80 per 1,000 gallons to \$2.65 per 1,000 gallons. The single-family residential rate will increase by \$6 to \$312 per household. The multi-family rate for units with underdrains will increase by \$7 to \$221 per unit and the rate for units without underdrains

will increase by \$1 to \$77 per unit. The 2023 Fee Schedule was approved upon motion by Mr. Sudbeck and second by Mr. Garza.

b. 2023 Budget. The 2023 budget was then approved upon motion by Mr. Sudbeck and second by Mr. Guard.

c. Budget Resolution No. 5. A motion was made by Mr. Guard to approve 2022 Resolution No. 5 and adopt the 2023 budget. The motion was seconded by Mr. Garza and approved.

d. Appropriation Resolution No. 6. Mr. Sudbeck then made a motion to approve 2022 Resolution No. 6 to appropriate funds for the District's 2023 expenditures which was seconded by Mr. Garza and approved.

e. Budget Message. Mr. Edwards then moved to approve the 2023 Budget Message. Mr. Sudbeck seconded, and the motion was approved.

Mr. Cowan closed the budget and rate hearing. Mr. Meeks then left the meeting.

5. Financial Matters

a. Disbursements. The October 20, 2022 through November 16, 2022 check register was approved upon motion by Mr. Sudbeck and second by Mr. Edwards.

b. Financial Statements. Mr. Sudbeck moved to approve the October 31, 2022 unaudited financials and they were approved upon second by Mr. Edwards.

c. Investment Report. Ms. Nicki Simonson advised the Board that US Bank is moving their investment offerings away from bonds and towards treasury notes. She will work with Mr. Edwards to secure additional investments when an appropriate opportunity arises.

6. Other Business

a. **2022 Holiday Party.** The Board agreed upon December 21, 2022 for the date of the holiday party to be held at the Raccoon Creek Golf Course Restaurant.

7. **Adjournment.** There being no other business, the meeting was adjourned by Mr. Cowan at 12:00 p.m.

Respectfully submitted,

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Bruce Guard, Secretary