

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
GRANT WATER & SANITATION DISTRICT  
OCTOBER 20, 2021, at 9:00 a.m.**

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, October 20 2021, at the hour of 9:00 a.m. at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado and via Zoom conferencing. Directors present were Mike Cowan, Bruce Guard, Sam Garza, Darren Bradshaw, and Eric Edwards. Also attending were Justin Meeks, Judy Simonson, Nicki Simonson, Rebecca Hill, and Jennifer Bailey. Mr. Bradshaw presided at Mr. Cowan's request.

**1. Administrative Matters**

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

**b. Open Forum.** Mr. Garza moved to open the public hearing to review proposed tax liens. The motion was approved upon second by Mr. Guard.

**i. Resolution No. 3 with Exhibit A.** Mr. Cowan moved to approve Resolution No. 3 to File Tax Liens On Delinquent Fees as described on Exhibit A. The motion was approved upon second by Mr. Garza. Mr. Bradshaw then closed the public hearing.

**c. Minutes.** The minutes of the regular meeting held on September 22, 2021 were approved upon motion by Mr. Garza and second by Mr. Guard with one amendment.

**2. Engineering & Maintenance Matters**

**Engineering Report.** Mr. Meeks reported as follows:

a. **Underdrain Remediation.** DRC has continued to work on the underdrain remediation, and it remains their focus. There are a few lines that need to be added to the remediation work that were found as part of the annual maintenance. These mains are located in the Dorado Greens and San Marino neighborhoods. Two lines have been identified for possible replacement in 2022. One line in the southwest corner of Hillsboro, running north south. The second line is longer with a 460' stretch and is on Grant Ranch Boulevard directly south of Grant Ranch Elementary School. Mr. Cowan asked that the operating manual be updated so that it adequately addresses the remediation policy including identifying those lines needing accelerated cleaning. Proactive measures need to be in place in response to lessons learned. Proposed revisions to the operating manual will be presented to the Board at the January 2022 meeting.

b. **Annual Maintenance.** DRC also continues to work on the annual maintenance and intends to have it completed by year end.

c. **2021 Capital Improvement Projects (CIP).** JBS Pipeline Contractors has started the capital improvements project and have completed removal/replacement of the first two sanitary sewer mains on the south side of the SW Health Park. They will move on to the Long Drive location near IHOP this week.

i. **Pay Application No. 1.** Mr. Meeks presented Pay Application No. 1 for \$73,545.20, payable to JBS Pipeline Contractors, which was then approved upon motion by Mr. Garza and second by Mr. Edwards. This pay application will be signed via DocuSign.

d. **District Easements Coordination.** The joint easement committee met on October 12. BMD requested changes to the IGA, and a red-lined document was presented to the Board to review the proposed language changes. This document was reviewed by the Board and will be sent to the committee prior to the next meeting. Ms. Nicki Simonson will prepare meeting

minutes from the committee meeting to provide to BMD. Mr. Edwards suggested an internal call with the GWSD Board easement committee members prior to the next committee meeting. District Management, Engineering and two Board members observed the current state of the individual homeowner easements on October 6. Existing encroachments were noted and there will be follow up with the individual homeowners to execute license agreements.

**e. Sump Pumps.** Ms. Nicki Simonson will prepare a letter for review at the January, 2022 Board meeting to the effect that the District will be conducting free inspections to homeowners next summer to verify if sump pumps exist on their property. If approved, the letter could be included with the February annual invoice and also incorporated into the Newsletter.

**f. 2020 Capital Improvements Projects (CIP).**

**i. Service Line Break.** Brannan is coordinating repairs to the service line which was found to be damaged in the portion that was replaced as part of the 2020 capital improvements project. No repair schedule has been provided at this time.

**3. Budget**

Mr. Meeks presented the draft 2022 engineering budget and answered any questions.

Ms. Judy Simonson presented the draft 2022 District budget and also answered any questions.

**4. Financial Matters**

**a. Disbursements.** The September 23, 2021 through October 21, 2021 check register was approved upon motion by Mr. Garza and second by Mr. Guard.

**b. Financial Statements.** Mr. Guard moved to approve the September 30, 2021 unaudited financials and they were approved upon second by Mr. Edwards.

c. **Investment Report.** Ms. Nicki Simonson shared information regarding the new Colotrust Edge account. Mr. Edwards moved to transfer \$1.5 million into Colotrust Edge from the basic Colotrust account and transfer \$300,000 from Colotrust to the US Bank checking account. Mr. Garza seconded the motion, and it was approved.

**5. Other Business**

Ms. Nicki Simonson has received responses from the Audit RFP and will provide the bids for Board review at the November meeting.

**6. Adjournment.** There being no other business, the meeting was adjourned by Mr. Cowan at 10:29 a.m.

Respectfully submitted,

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Bruce Guard, Secretary