

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
GRANT WATER & SANITATION DISTRICT**

January 17, 2018, at 9:00 a.m.

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, January 17, 2018, at the hour of 9:00 a.m., at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado. Directors present were Skip Van Valkenburgh, Mike Mulholland, Darren Bradshaw, Mike Cowan and Bruce Guard. Also attending were residents Sam Garza and Paul LeFever, Justin Meeks, Judy and Nicki Simonson and Julia Robinson. Mr. Van Valkenburgh presided.

1. Disclosure of Conflicts of Interest. There were no changes to the Board member disclosures.

2. Open Forum. Mr. Garza said he is interested in running for the District Board of Directors. Mr. LeFever said he wanted to check in about details relating to the community meeting tonight at the Village Center. The meeting will be held in the Blue Heron room and a screen will be available for the PowerPoint presentation. The Board discussed an HOA newsletter article offered by Bowles Metropolitan District relating to the May elections for both Districts. The Board advised Mr. LeFever that the same information does not apply to both districts, since GWSD includes significant property and voters who are not Grant Ranch residents.

3. Minutes. The minutes of the regular meeting held on December 20, 2017 were approved on motion of Mr. Cowan seconded by Mr. Mulholland.

4. Approval of Sunshine Resolution. Mr. Mulholland moved to adopt 2018 Resolution No. 1, disclosing where meetings of the District will be held and where notices of

District Board meetings will be posted. The motion was seconded by Mr. Bradshaw and approved.

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

- **Underdrain Cleaning.** The underdrain report was updated and another 1200 feet of line have now been cleaned. The line in Orchards that appeared to be collapsed turned out to have PVC debris, likely from a service line. One line has a crack, so something strange happened, but immediate repairs are not required. M/M will keep an eye on this line to monitor any deterioration. The Blue Heron park line running north to south will be cleaned with traffic control on the turn lanes for Sheridan. DRC will set up a truck outside the wall, run a hose over the wall, and use an “easement machine” to clean inside the park. This will be coordinated with the capital construction project, which also affects Blue Heron Park.

- **Capital Projects.** Mr. Meeks said we don’t have a start date yet for the Blue Heron Park project but would like to establish that date right away. The Board hopes to announce it at the meeting tonight and the manager also needs some lead time to mail letters to adjacent homeowners. Columbine Tree has completed the tree removal and the site looks good. One can’t tell that trees used to be there.

DRC plans to do the point repair projects starting this week. M/M called all the property owners, including Belleview Shores, Westlake Greens and Home Depot. Westlake Greens has already removed the large cottonwood tree that was right over the easement and sewer line on its property.

- **Lift Stations.** Parts for the discharge elbows at the northeast lift station were delivered this week and the installation is scheduled for January 24. Ramey will set up a

bypass while the work is under way. They can connect the bypass apparatus to the force main. They will also clean the wet well.

At the Chanson Plaza lift station, the pressure transducer had to be replaced. It was damaged during maintenance so Ramey is charging for labor only except for new pipes and flanges that will make it easier to clean the transducer. M/M recommended approval of Ramey's proposal to do the work for \$1,543. The District paid \$8,800 when the transducer was replaced about two years ago and of that, about \$5,000 was for the transducer itself. The Ramey proposal was approved on motion of Mr. Cowan seconded by Mr. Mulholland. Mr. Meeks said this work needs to be done as soon as possible.

- **Bowles Crossing.** Mr. Meeks said the developer has hired a contractor for the sewer work (Levi Contractors), who M/M has worked with before. The developer has asked to cut across Raccoon Creek Golf course and tie into the interceptor sewer there, which will drastically reduce the length of the sewer line to be replaced. Ms. Robinson reminded the engineer and Board that the subordination agreements from Vestar's lender and the title commitment still have not been received for the new on-site easements. Work should not be permitted to commence until these are received and approved.

- **Golf Course Club House.** Mr. Meeks distributed photos of the installation of the 5,000 gallon grease trap by crane. It is in place and approved.

- **Operations and Maintenance Manual.** Mr. Meeks asked for any additional comments on the draft manual. Mr. Mulholland suggested identifying structures in the list on page 6. The manual was approved by the Board, with this change, on motion of Mr. Mulholland seconded by Mr. Cowan.

- **Easement Presentation.** The Board reviewed the power point presentation prepared by M/M for the community meeting tonight. It was agreed that it should be posted on the District website. A suggestion was made to include a Denver Water easement as an illustration of industry practices. Mr. Guard also suggested emphasizing the size of the equipment that is needed to replace underground lines. He said most people don't have any idea how big and heavy it really is. He also suggested adding a photo of an excavation from a prior line replacement project.

- **GIS System.** Mr. Meeks said M/M is in final negotiations with two contractors to provide GIS system hosting. They are confident that both can do the job, so they are excited to make a selection and move forward.

6. **Rate Hearing.** Mr. Van Valkenburgh opened the rate hearing, held for the purpose of approving an increase in fees for grease trap inspections, necessitated by an increase in the District's costs for inspection services. Mr. Mulholland moved to approve the fee increases: from \$90 to \$100 per inspection, from \$150 to \$160 for re-inspection of grease traps which do not pass inspection; and from \$75 to \$80 for 4th delinquent notice fee (the cost of posting notice). The motion was seconded by Mr. Bradshaw and approved. Mr. Van Valkenburgh closed the rate hearing. In response to a question, Ms. Nicki Simonson said Lucha Cantina's grease trap will be re-inspected in March. The District did receive a pumping report from this customer.

7. **Financial Report.** Mr. Mulholland presented the financial report.

A. **Disbursements.** Mr. Mulholland said the engineering and management bills are higher than usual. About half of each bill relates to expenses for the easements and community relations associated with construction projects. He said DRC only billed \$3,750 in December and was only on the job three days in December. Ms. Simonson said staff would have

monthly meetings with DRC starting next week. The checks were approved on motion of Mr. Cowan seconded by Mr. Guard.

B. Financial Statements. The financial statements for December 31, 2017 are in draft form pending audit. Expenses for 2017 were under budget, largely because the capital construction projects were delayed until this year due to the inability to get a contractor.

C. Investment Report. Ms. Simonson said the District has been notified that Wells Fargo does not have the software required by FINRA for banks holding public funds, and therefore can no longer sell bonds to the District. She said US Bank will take over those bonds and provided paperwork for Mr. Mulholland to sign to get this done. She added that the Colotrust interest rate is up to 1.47%.

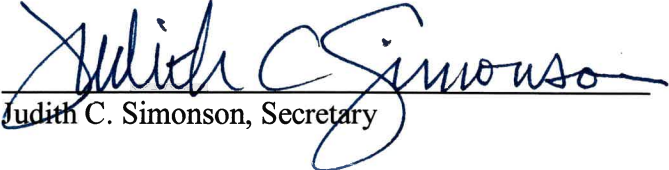
8. Resolution Appointing Designated Election Official. Ms. Simonson presented 2018 Resolution No. 2, appointing her to manage the District's election in May. It was approved on motion of Mr. Mulholland seconded by Mr. Cowan.

9. District Newsletter. The Board reviewed the draft newsletter and approved it.

10. Rate Increase for Robinson Bailey PC. Ms. Robinson advised the Board that her hourly rate would increase from \$335 per hour to \$350 per hour effective after the January billing. The firm has not had a fee increase for a year and a half. The increase was approved on motion of Mr. Cowan seconded by Mr. Mulholland.

11. Continuation of Meeting and Adjournment. Mr. Mullholland moved to continue the meeting to 6:00 p.m this evening for the community meeting. The motion was seconded by Mr. Cowan and approved. The meeting was adjourned by Mr. Van Valkenburgh at the close of the community meeting.

Respectfully submitted,



Judith C. Simonson, Secretary

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