

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
GRANT WATER & SANITATION DISTRICT  
DECEMBER 19, 2018, at 9:00 a.m.**

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, December 19, 2018, at the hour of 9:00 a.m., at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado. Directors present were Mike Mulholland, Darren Bradshaw, Mike Cowan, Bruce Guard and Sam Garza. Also attending were Justin Meeks, Judy and Nicki Simonson, and Julia Robinson. Mr. Cowan presided.

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

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

3. **Minutes.** The minutes of the regular meeting held on November 21 were approved with changes, on motion of Mr. Garza seconded by Mr. Mulholland.

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

- **Underdrain Remediation and Maintenance.** Further remediation work in Hillsboro will be deferred until the new manholes are installed in early 2019. The manhole bid has not been received from C&L, so Mr. Meeks will follow up with them. DRC is working to finish the 2018 maintenance and was 80% done as of last week. They are working today and expect to finish this week.

- **2018 Sanitary Sewer Maintenance.** The cleaning work was completed in November. M/M is still waiting for the final golf course videos. Mr. Meeks said that DRC made

an offer to complete all 2019 maintenance by May 1 if the District retains its services for 2019, to be guaranteed by a 10% retainage to be held by the District until completion and kept if the deadline is not met. DRC is changing its scheduling practices to keep crews on jobs and not pull them off for emergencies elsewhere. The DRC pricing is lower than Ramey's by \$0.20/foot. The deadline does not cover heavy calcium deposits. The Board discussed the offer and agreed that if Ramey is willing to provide backup services it would be willing to give DRC the maintenance contract. The DRC proposal was approved on motion of Mr. Garza seconded by Mr. Mulholland.

- **Lift Station Improvements.** Mr. Meeks said the valves for the northeast lift station are still on back order, expected at the end of January. Attempts to find an alternative source sooner were not successful.

- **Bowles Crossing Re-Development.** Mr. Meeks, Ms. Simonson and Ms. Robinson have been working with Vestar and the Broadstone apartment developer to obtain easements for the apartment project. Some of the District's existing easements were shown on the original plat in the 1980s but were eliminated or moved by a later plat to locations that do not coincide with the sewer lines. The District is now requiring deeded easements to replace the easements included on the old plats that will connect to the easements for the proposed new sewer mains. Mr. Meeks provided an illustration showing the original location, the location shown on the amended plat, and the new connecting easements. The easements shown only on the 1980s plat were 20 feet wide, which does not meet current District standards. Ms. Simonson said a Vestar executive in Arizona objected strongly to increasing the width of those easements. She said she agreed to let Vestar provide 20 foot easements in those locations only, with a guarantee that a 10 foot temporary easement will be provided at any time that maintenance or replacement activity by the District is required. The easement deed, including the temporary easement requirement, will

be binding on Vestar's successors and assigns. We are waiting for legal descriptions for the new easements, and then will need a title commitment before they can be accepted. Mr. Meeks said Broadstone's construction drawings have been approved by M/M.

- **Red Lobster.** No response has been received to the District's letter on grease trap violations. They have been invoiced with no response. Ms. Nicki Simonson said the next step is a certified letter with notice of water shutoff. The letter will go to the local and corporate offices with a water shutoff notice if issues and payment are not resolved. The issues to be addressed include provision of as-built drawings, and if none, dye testing to identify what facilities are not connected to the grease trap.

- **Bowles Village Odor Issues.** The property owner has installed air filters on sanitary vents, smoke tested drains, and done other repairs to the plumbing and HVAC at Bowles Village. The current theory is that the odors originate outside the buildings and get sucked in when the HVAC runs. The owner has asked the District to address sewer system odors. The FedEx store near the Chanson Plaza lift station has also complained about odors, but Mr. Meeks said the new, filtered, vents should solve that issue. Mr. Meeks said he recommends that the District install vented manhole covers with filters at Bowles Village and Bowles Crossing starting with the first manhole downstream from the force main discharge point. He said something different is going on at Bowles Village that doesn't exist at Bowles Crossing, which is closer to the force main that is probably the source of the odors but recommends starting at the source. He also recommends that the District pay special attention to grease trap compliance at all three shopping centers, because not all grease traps are being maintained as required. The District needs to crack down on compliance issues. C&L has submitted a bid to install the manhole filters all the way back to the force main connection point, at a cost of \$1,500 each. If these efforts do not

resolve the problems, the District will need to look into use of chemicals at the lift station, which is a major cost.

- **GIS System.** M/M will meet with the District manager next week.

Integration of data into the system continues, including entry of underdrain variances.

**5. Service Contracts for 2019.** Ms. Nicki Simonson presented two service contracts for C&L Water Solutions, Inc. One is for construction services and one is for maintenance and “operator in charge” services. These were approved, with the 2019 rate schedule, on motion of Mr. Mulholland seconded by Mr. Bradshaw.

A contract for Cummins Rocky Mountain LLC for lift station maintenance and repair, with 2019 rates, was presented. This was approved on motion of Mr. Mulholland seconded by Mr. Garza.

A contract for Todd Companies for grease trap pumping and emergency response was presented, with rates for 2019. Ms. Nicki Simonson attempted to get a second bid but the firm she contacted was unresponsive. The contract for Todd Companies was approved on motion of Mr. Mulholland seconded by Mr. Bradshaw.

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

**A. Disbursements.** Ms. Nicki Simonson presented the revised November disbursement list for approval. C&L’s mailbox was broken into and they never got the District check. When they called, we found out about the break-in, which is the explanation for the forged checks issued last month. Mr. Mulholland moved to approve the final check register for the closed bank account. The motion was seconded by Mr. Bradshaw and approved.

Mr. Garza then moved to approve the December check register. The motion was seconded by Mr. Mulholland and approved.

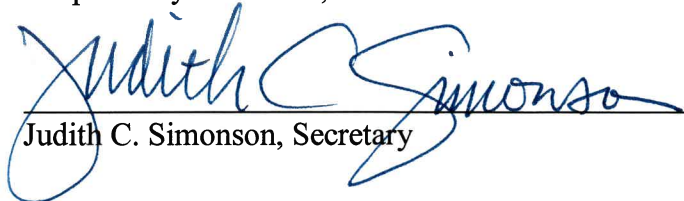
**B. Financial Statements.** Mr. Mulholland said he had reviewed the financial statements for November 30, 2018, and there is nothing to bring to the Board's attention. Ms. Simonson noted that the District is over budget on underdrain expenses by about \$15,000 at the end of November. She also reported that the District received \$73,100 in water and sewer tap fees from Longhorn Steakhouse. The financial statements were approved on motion of Mr. Mulholland seconded by Mr. Garza.

**C. Investment Report.** Ms. Simonson said there are no near-term investment maturities. The ColoTrust interest rate continues to go up and is now 2.43%.

**7. Other Business.** Ms. Simonson will meet with Chuck Reid to review easements. The joint committee with Bowles Metropolitan District will meet in March. Thus far, Bowles Metro has not prepared a planting plan for Blue Heron Park.

**8. Adjournment.** The meeting was continued to 6 pm, after which it was adjourned by Mr. Cowan.

Respectfully submitted,

  
Judith C. Simonson, Secretary