

**MINUTES OF THE REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS OF**  
**GRANT WATER & SANITATION DISTRICT**  
**DECEMBER 18, 2019, at 9:00 a.m.**

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, December 18, 2019, 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, Rebecca Hill and Jennifer Bailey. 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 20, 2019 were approved on motion of Mr. Garza seconded by Mr. Bradshaw.

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

- **2019 Capital Improvements Project.** The necessary manhole adjustments cannot be made until the air temperature is at least 50 degrees, in order to allow the contractor to place asphalt around the adjusted manholes. There may be a possibility to complete this work later this week.

- **2020 Capital Improvements Project.** Martin/Martin is working on bid documents for 2020. They will have the utility locate information soon and then will get everything ready to bid the project in January.

- **Underdrain Cleaning and Remediation.** Since the last meeting, DRC has completed 1175 feet of calcium removal in Heron Shores and Belvedere neighborhoods. They continue to make progress and will continue work in Belvedere and Hillsboro neighborhoods. Hillsboro is now broken down into shorter lines as a result of the new manholes, which will make the calcium removal easier.

- **Bowles Crossing Re-Development.** Most of the construction activity on the sanitary main extension has been completed. Martin/Martin received a bulk delivery of videos of the sanitary mains. The videos showed that three of the mains along Long Drive had sags in them. They were minor but Martin/Martin asked to have them fixed. It will be about 2 weeks of work to fix those mains. Martin/Martin is still waiting for the final batch of videos on the last two or three lines before it can give its conditional acceptance.

Martin/Martin was not previously made aware that Jimmy Johns, Garbanzos and Corvus Coffee Roasters were in the same building and planning to use the same grease interceptor. Vestar, the property manager, has been unresponsive in providing information. Once Martin/Martin realized this possibility, they contacted Vestar and reminded them that they are responsible for the operation and maintenance of the grease interceptor. Vestar provided plans for Corvus, which Martin/Martin reviewed and concluded that the grease interceptor is not adequately sized for all three of these restaurants. Martin/Martin has prepared a letter to Vestar stating that the grease interceptor needs to be upsized or other accommodations made to service these restaurants. The easiest thing to do may be to install a hydromechanical grease trap for Corvus. Hydromechanical grease traps require a variance, and this all needs to be coordinated up front and Vestar has not been forthcoming. The District may want to send Vestar a letter along with a bill for the time spent by Martin/Martin and Simonson & Associates chasing the information down.

- **Lake House Kitchen and Tavern.** It appears that the existing grease interceptor is undersized. Martin/Martin asked to see as-builts from Hops in order to look at the seating capacity. Seating capacity is an indicator of meals served and thus the necessary size of the grease interceptor. Jordan Perlmutter is now getting involved. The existing grease interceptor will need to be replaced.

- **Jefferson County Building Permits.** The Building Department said that they would put the District on an automatic notification list for new building permit applications, and then it would be the District's responsibility to follow up with the applicant. They also suggested the District go through the public health department because they are the department that would issue a Certificate of Occupancy. This would allow the District to learn about projects that involve only cosmetic changes that don't require a building permit. Even if a building permit is not required, these businesses would still have to apply for a business license through the public health department.

- **Bowles Metro District Easement Coordination.** Martin/Martin had a site walk with Bowles Metro District last week. It was a good session. Tom Daugherty participated, along with Patrick Shannon, the acting District Manager and Andrew Williams, the assistant District Manager. They were marking trees and acknowledged that some of the trees needed to be removed. Bowles Metro District will prepare a report summarizing the walkthrough to present to their board in January. A joint meeting between the two Districts can then be held to come up with a 10-year plan. Nicki Simonson also attended the Bowles Metro District December meeting. John Whitehill attended the meeting and is still wanting the bridge railing to be replaced. Mr. Shannon agreed to work with Ms. Simonson to get a cost proposal. The easement machine can get across the bridge with the railings up but not the fully loaded jetter truck. Ms. Simonson did not go to

Grant Ranch HOA meeting. It is not as valuable to send her when there is no construction going on. Ms. Simonson will stop going to the Grant Ranch HOA meetings unless it is needed to provide a report.

- **Plaza on the Green Nuisance Odors.** The District was contacted in April by the property manager for Plaza on the Green regarding odor issues and Martin/Martin responded, indicating that the property manager needed to assess everything in-house first. The District did not hear anything back until the District Manager received a certified letter from the property manager just before Thanksgiving. The property manager claims they have spent a lot of time and money looking at their plumbing and have done their due diligence with smoke testing and internal repairs. They are experiencing the odor in multiple buildings on the property. Martin/Martin's opinion has been that it is an internal plumbing issue or an HVAC issue. There are six restaurants on the property. Mr. Meeks noted that some of the grease interceptors are due for maintenance. Martin/Martin asked C&L to test the gas levels multiple times a day for several days. The Shay Studios, a hair salon, recently moved in and added 22 stylist stations with sinks. Many of the products used contain sulfates or ammonia and could combine to create some hydrogen sulfide. It has been a debatable point whether when Shay Studios came in is when they started to notice the odor issues. Martin/Martin provided the District a quote to install odor filters on the six manholes on the property. The bid to hire C&L to install odor filter inserts on the six manholes was approved on motion of Mr. Mulholland seconded by Mr. Bradshaw. Once the odor filters are installed, the District will consider whether it is necessary to send a letter from legal counsel outlining the District's position, what steps have been taken and its legal responsibilities to building owners.

- **GIS System.** The GIS is working well. DRC will provide warranty videos

for Bowles Crossing. Martin/Martin is able to upload all the data into the GIS and review the videos and the manhole inspections. Martin/Martin has worked with Bowles Metro District to share data on a shapefile that shows where all the District's easements are. The District will need to follow up with an IGA drafted by legal counsel recognizing the easements and agreeing not to plant trees. The District would like this by February.

**5. Letter of Responsibility for Jefferson County.** The District needs to provide a 2020 Letter of Responsibility to Jefferson County for the manhole work in Hillsboro. The District signed one for 2019 and this is a renewal of that responsibility. The 2020 Letter of Responsibility to Jefferson County was approved on motion of Mr. Guard seconded by Mr. Bradshaw.

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

**A. Disbursements.** The November 21, 2019 to December 18, 2019 check register was approved upon motion of Mr. Bradshaw seconded by Mr. Garza.

**B. Financial Statements.** Under Deposits Payable, the financial statements show that the District is down to \$793 on Alliance's deposit. Martin/Martin suggested that the District may need another \$5,000 to \$6,000 to cover the remaining work. Alliance still has not approached the District about the tap fees. The year to date budget looks good. The unaudited financial statements were approved on motion of Mr. Bradshaw seconded by Mr. Garza.

**C. Investment Report.** Judy Simonson noted the swing in investments from investments to cash this year compared to last year. She reported that there were two bonds called at the end of November. ColoTrust interest rate has dropped and is now at 1.88%. Therefore, the District invested \$500,000 in a 5 year Freddie Mac bond at 2% bond.

**7. Other Business.**

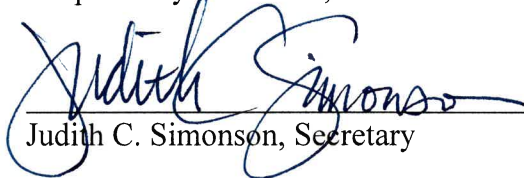
**A. Petition for Exclusion of Real Property.** The Board considered the

Petition for Exclusion of Real Property. This will be good for the District to remove the high school from its footprint since it does not provide services. The 2019 Resolution No. 5 for the exclusion of real property from the District was approved on motion of Mr. Garza seconded by Mr. Bradshaw.

**B. TAC Meeting.** There was another TAC meeting last Friday. TAC is a group of Denver Water distributors that evaluate Denver Water's rate setting process. Denver Water's request for waiver from the EPA and CDPHE was approved. They will now be moving forward with their lead mitigation program. This will involve the removal of lead pipes to 70,000 homes at \$5-10k per home. Mr. Bradshaw commented that if the replacement goes into the home, it will be \$10-\$20K per home. Given its current process for rate setting, Denver Water will propose to take the lead replacement costs, 97% of which are inside the city, and distribute them the same way that water rates are calculated, which includes an adder of 19% for outside the city customers. TAC will address the issue with Denver Water.

**8. Adjournment.** The meeting was continued to 6 pm upon motion by Mr. Mulholland seconded by Mr. Bradshaw, after which it was adjourned by Mr. Cowan.

Respectfully submitted,



Judith C. Simonson, Secretary