

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

APRIL 15, 2020, at 9:00 a.m.

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, April 15, 2020, at the hour of 9:00 a.m., via Zoom conferencing. Directors present were Mike Cowan, Mike Mulholland, Darren Bradshaw, Bruce Guard, and Sam Garza. Also attending were District customer Eric Edwards, Justin Meeks, Nicki Simonson, Judy Simonson, Jennifer Bailey, Auditor Dawn Schilling and Rebecca Hill. Chris Veesaert, chairman for a neighboring district also attended. Mr. Cowan presided.

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

2. **Open Forum.** Mr. Eric Edwards attended the meeting as he will be a new board member as of May and Mr. Chris Veesaert joined from neighboring Southwest Suburban Denver Water and Sanitation District.

3. **Minutes.** The minutes of the regular meeting held on March 18, 2020 were approved upon motion by Mr. Garza seconded by Mr. Mulholland.

4. **Delinquent Fee Discussion.** A motion was made by Mr. Mulholland and seconded by Mr. Guard to waive current delinquent fees due to an overwhelming request from customers to do so. Most of the requests were from customers who pay their bill through their bank and they failed to notice the change in the District's mailing address. Their payments were never received because they were sent to the old physical address and not forwarded.

5. **Water Shut Off Notices.** Due to COVID19, there is a State freeze on enforcing water

shut off. The board discussed and agreed to continue with certified mail notification for seriously delinquent customers, along with lien filing. The District will not, however, post notices on front doors regarding water shut off.

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

- **2020 Capital Improvements Project.** Four new underdrain manholes have been constructed behind Home Depot and along Grant Ranch Boulevard in front of the Camden Lakeway Apartments. Construction of the new underdrain manholes was slowed due to the presence of groundwater. Brannan Construction estimates finishing by the end of the month.

- **Chanson Plaza Lift Station.** There have been no additional electrical issues at the lift station since the repairs were completed last month by Cross Diamond Electric.

- **Underdrain Cleaning and Remediation.** DRC continues to work on underdrain remediation. The as-builts drawings for the underdrains in the Cove do not appear to be accurate and more research is needed for the lines that appear to dead end near the reservoir.

- **2020 Sanitary Cleaning and CCTV.** DRC has completed the majority of the annual cleaning and CCTV inspection of the sanitary sewer collection system. Cleaning of 6 additional mains in easement areas will be postponed until dryer weather. Martin/Martin will review the CCTV records when they are provided by DRC.

- **Broadstone Bowles Crossing Development.** Alliance provided all required submittals and Martin/Martin subsequently provided Alliance, the builders of Broadstone Bowles Crossing apartments with conditional acceptance of the sanitary sewer main extensions.

- **Bowles Crossing Grease Interceptors.** Martin/Martin has approved Vestar's plans to upsize the existing grease interceptor to service Jimmy John's, Garbanzo's, and Corvus Coffee. No construction has been scheduled at this time. Vestar also needs to upsize the 3,000-gallon

interceptor that services First Watch in order to serve two new tenants, Nekter Juice Bar and Teriyaki Madness. No design plans have been received at this time.

- **Lakehouse Kitchen and Tavern.** The 5,000-gallon grease interceptor installation has been completed.

- **Bowles Metro District Easement Coordination.** An easement committee meeting has been postponed until the summer and will be attended by directors Mr. Cowan and Mr. Guard. Bowles Metro District directors Don Korte and Leigh Chaffee will also attend.

7. **2019 Audit.** Ms. Schilling reported there were no difficulties completing the audit. She thanked Simonson & Associates and Treasurer, Mr. Mulholland for their cooperation. Schilling & Company audited the District through fiscal year end 2019. The auditor's responsibility is to gather evidence and offer an opinion. Schilling & Company is issuing an unmodified opinion, the best opinion offered, that the financials present fairly the financial position of the District.

Ms. Schilling reviewed with the Board the financial statements she considered in rendering her opinion. The Statement of Net Position shows the District's net position increased from \$8.74M in 2018 to \$9.56M in 2019, with the District's total assets increasing due to ongoing capital improvement projects. Operating expenses went up, primarily due to catching up on repairs and maintenance that were not completed last year including additional removal of calcium deposits in the underdrain system. General and administrative expenses increased slightly for the year and the District's interest earnings are steadily going up.

Ms. Schilling then reviewed the Notes to Financial Statements. With the capital project additions, the District's net capital assets increased from \$5,345,934 to \$6,083,316. The District's funds available at the end of the year, which is the District's working capital, increased from \$3,402,562 to \$3,480,117.

A motion was made by Mr. Mulholland to approve the District's 2019 audit report, which was seconded by Mr. Guard and approved unanimously. A motion was then made by Mr. Mulholland to approve the District's representation letter, which was seconded by Mr. Guard and also approved unanimously. Ms. Schilling then left the meeting

8. Financial Report.

a. **Disbursements.** The March 19, 2020 to April 15, 2020 check register was approved upon motion by Mr. Garza and seconded by Mr. Mulholland.


b. **Financial Statements.** The final audited financial statements prepared by Simonson & Associates for December 31, 2019 were approved upon motion by Mr. Mulholland and seconded by Mr. Garza. The financial statements for March 31, 2020 were then approved upon motion by Mr. Garza and second by Mr. Bradshaw.

c. **Investment Report.** Ms. Simonson has US Bank sending her daily municipal bond offerings. She will continue to coordinate with the Board if any bonds come through that might be worth purchasing over keeping current investment funds in COLOTRUST.

9. Other Business. Ms. Bailey advised the board of personnel and office changes for Robinson Bailey PC effective May 1, 2020.

10. Adjournment. The meeting was adjourned by Mr. Cowan.

Respectfully submitted,



Judith C Simonson, Secretary