

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
GRANT WATER & SANITATION DISTRICT
NOVEMBER 18, 2020, at 9:00 a.m.

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, November 18, 2020, at the hour of 9:00 a.m., via Zoom conferencing. Directors present were Mike Cowan, Darren Bradshaw, Bruce Guard, Sam Garza, and Eric Edwards. Also attending were Justin Meeks, Judy Simonson, Nicki Simonson, Rebecca Hill, and Jennifer Bailey. Mr. Cowan presided.

1. Administrative Matters

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

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

c. Minutes. The minutes of the regular meeting held on October 21, 2020 were approved on motion by Mr. Edwards and seconded by Mr. Bradshaw.

d. 2021 Meeting Schedule. The proposed 2021 meeting schedule was approved on motion by Mr. Garza and seconded by Mr. Guard.

2. Engineering & Maintenance Matters.

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

i. Underdrain Cleaning and Remediation. DRC has continued to work on the calcium deposits removal from the Heron Shores and Hillsboro neighborhoods. They have

made some progress on the heavy deposits removal but not enough to remove any of the mains from the remediation schedule. They removed several gallons of material from the mains in Heron Shores and used the cutting tool to clear one main in Hillsboro as well as approximately 80ft of the next main downstream. The cleared main requires some follow up jetting and CCTV inspection before it can be taken off the remediation schedule.

ii. Nuisance Odors. There have been no further reports of nuisance odors from either Chanson or Plaza on the Green.

iii. Restaurants. Two new restaurants are opening within the District, Coney Island Hot Wieners and Jet Pizza. Chipotle is currently being remodeled. All three restaurants should have sufficient capacity for the grease interceptors already installed at their locations.

iv. Camden Lakeway Apartments. The District was contacted by an engineering firm proposing remodeling a portion of the Camden Lakeway Apartments. They are proposing to remodel part of the existing clubhouse into 8 additional apartment units. Martin/Martin is coordinating with the District Manager to complete a flow study to assess the capacity of the sanitary sewer collection system downstream of this location and to go through the tap application process. The cost of the capacity study will be passed along to Camden Lakeway Apartments.

v. 2021 Capital Improvement Projects (CIP). A contract with Lamb Star Engineering for the 2021 capital improvements sub-surface utility engineering was presented to the Board for review. This is the same consultant that was used in 2019. Their proposal for 2020 came in less than last year. Lamb Star's 2020 contract was approved upon motion by Mr. Edwards and second by Mr. Bradshaw.

b. **Martin/Martin Engineering Contract for 2021.** The Board considered the Martin/Martin contract for engineering services in 2021. This is on the standard District form and includes an increase in the schedule of rates consistent with what is in the 2021 budget. The Martin/Martin engineering contract was approved upon motion by Mr. Bradshaw and second by Mr. Garza.

c. **Service Contracts for 2021**

i. **C& L Water Solutions.** The C&L 2021 maintenance and service contracts were approved on the motion of Mr. Guard and second by Mr. Garza.

ii. **Brooks Grease Service.** The Brooks Grease Service 2021 contract was approved upon motion by Mr. Bradshaw and second by Mr. Garza.

iii. **DRC Construction Services.** The DRC 2021 contract was approved upon motion by Mr. Bradshaw and second by Mr. Garza.

iv. **Generator Source.** The Generator Source 2021 contract was approved upon motion by Mr. Edwards and second by Mr. Garza

v. **Ramey Environmental Compliance, Inc.** The Ramey Environmental 2021 contract was approved upon motion by Mr. Garza and second by Mr. Bradshaw.

3. **Budget and Rate Hearing.** The budget and rate hearing was opened at 9:53 a.m. upon approval of the motion by Mr. Garza and second by Mr. Bradshaw, the notice for which was published in the local newspaper as required by law. No public comments were received on the proposed budget.

a. **2021 Rates and Fees.** Ms. Judy Simonson gave a high-level overview of how the 2021 rates were determined. Water meter readings were provided to the District by Denver Water and those numbers were used to calculate overall usage and rates. Commercial

usage went down due to the impacts of COVID-19 and restaurants being periodically closed, and residential usage went up due to an increase of people working from home. With reduced usage, the commercial customers rate will stay the same at \$2.80 per 1,000 gallons. The single-family residential rate will also stay the same at \$298 per household. The multi-family rate for units with underdrains will be lowered by \$6 to \$210 per unit and the rate for units without underdrains will increase \$4 to \$110 per unit.

b. 2021 Budget. Ms. Judy Simonson explained that the main things that had changed from the draft budget provided in October was a more specific breakout of the service fees based on the rates determined. She indicated that she had color coded sections of the data to correlate with the engineering budget. The CIP budgeted for 2021 includes the removal and replacement of over 1,100 lineal feet of sewer mains. The 2021 rates and budget were approved upon motion by Mr. Garza and second by Mr. Bradshaw.

c. Budget Resolution No. 5. A motion was made by Mr. Bradshaw to approve 2020 Resolution No. 5 and adopt the 2021 budget. The motion was seconded by Mr. Guard and approved.

d. Appropriation Resolution No. 6. Mr. Bradshaw then made a motion to approve 2020 Resolution No. 6 to appropriate funds which was seconded by Mr. Edwards and approved.

e. Budget Message. Mr. Guard then moved to approve the 2021 Budget Message, Mr. Garza seconded, and the motion was approved.

The rate and budget hearing was closed at 10:11 a.m. upon approval of the motion by Mr. Bradshaw and second by Mr. Garza. Mr. Meeks then left the meeting.

4. Financial Matters.

a. **Disbursements.** The October 22, 2020 through November 18, 2020 check register was approved on motion of Mr. Bradshaw and second by Mr. Edwards.

b. **Financial Statements.** The October 31, 2020 unaudited financial statements were approved on motion of Mr. Bradshaw second by Mr. Edwards.

c. **Investment Report.** Two bonds were purchased, one in October for \$200,000 and one in November for \$250,000 each through US Bank. Colotrust rates continue to drop.

d. **Audit Engagement.** The Board considered the audit engagement proposal submitted by Dawn Schilling for the 2020 audit in the amount of \$5,500. This is a rate increase of \$200 from last year. The audit engagement letter was approved upon motion of Mr. Edwards and second by Mr. Bradshaw.

e. **TAC Participation.** The board discussed their interest in continuing participation in the Technical Advisory Committee. Mr. Cowan suggested continued support and working relationship of the TAC and the board agreed. There is an automatic renewal in place for the TAC agreement.

5. Other Business.

a. **Simonson & Associates, Inc. Contract.** The Board considered the contract submitted by Simonson & Associates for management services in 2021. The contract with Simonson & Associates was approved as presented on motion of Mr. Bradshaw and second by Mr. Guard.

b. **Holiday Party and Meetings.** Due to continued COVID-19 restrictions, there will not be a holiday party this year in December. It was suggested by Ms. Judy Simonson

that a celebration could perhaps be held in the summer of 2021. Board meetings will continue to be held via Zoom until restrictions are lifted.

c. **Bowles Metro District Easement Meeting.** Ms. Nicki Simonson will coordinate an easement meeting with Bowles Metro District's easement committee and Ms. Bailey will recirculate the draft IGA to be reviewed after the easement meeting.

6. **Adjournment.** The meeting was adjourned by Mr. Cowan at 10:33 am

Respectfully submitted,



Bruce Guard, Secretary