**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF**

**GRANT WATER & SANITATION DISTRICT**

**DECEMBER 18, 2024, 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, 2024, at the hour of 9:00 a.m., at the Raccoon Creek Golf Course, 7301 West Bowles Avenue, Littleton, Colorado. Directors present were Eric Edwards, Monte Sudbeck, John Swanson, Melodie Farris, and John Spence. Also attending were Justin Meeks, Nicki and Judy Simonson and legal counsel Jennifer Bailey. Mr. Edwards presided.

# Administrative Matters.

* 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.

* 1. **Minutes.** The minutes of the regular meeting held on November 20, 2024 were approved as amended upon motion by Mr. Sudbeck and second by Mr. Spence.

# Legal Matters

* 1. **Executive Session.** Mr. Sudbeck moved to enter Executive Session for the purpose of receiving advice from legal counsel on specific legal questions related to the 2021 Capital Improvement Project, as authorized by §24-6-402(4)(e), C.R.S. The motion was approved upon second by Mr. Spence. After discussion, the Board exited executive session. Mr. Swanson then made a motion to move forward with the District’s decision reached during the executive session. The motion was approved upon second by Mr. Sudbeck.

# Engineering & Maintenance Matters

Mr. Meeks then joined the meeting and presented his engineering report:

* 1. **Underdrain Cleaning and Remediation.** During annual maintenance activities, an underdrain line that serve San Marino was discovered to have drainage issues. This line outfalls into a creek in the golf course, and the outfall point is currently covered by riprap and access is therefore difficult. Access will be coordinated with the golf course and is currently anticipated to take place in January or February of 2025 to minimize impact to course operations and landscaping. There are currently 6 underdrain mains without these issues and DRC has reported that remediation will not be completed in 2024. Remediation work will be completed in 2025 prior to any annual sanitary or underdrain maintenance.
	2. **Annual Maintenance.** Annual sanitary maintenance is still underway but is anticipated to be complete by the end of the year.
	3. **Manhole Replacement**. C&L is targeting the week of December 16th to start the manhole replacement at Plaza on the Green. They have stated that they will have it complete by the end of this year.

# 2025 CIP and Approval of the Subsurface Utility Engineering Proposal.

Two consecutive underdrain lines in Heron Shores with heavy mineral deposits and holes are the target for the 2025 CIP. Two Subsurface Utility Engineering (SUE) proposals for survey work were received and presented to the Board for review. A motion was then made by Ms. Farris to approve the proposal submitted by Surveying And Mapping, LLC (SAM), which was approved upon second by Mr. Swanson. Mr. Sudbeck abstained.

* 1. **EMP Shield.** Martin/Martin has contacted EMP Shield and requested a quote to protect both lift stations.
	2. **7670 W. Grand Avenue.** Martin/Martin is still waiting on coordination from the homeowner to schedule the tracer dye test and underdrain surface discharge observation.
	3. **Broadstone Crossing – Phase II.** Martin/Martin was contacted by the new civil engineering firm that is handling the development of the Broadstone Crossing Phase II project and met with them last week. There are remaining funds of $6,600 from the initial deposit paid in 2022. Since this is a new civil engineering firm, the discussions appear to still be in the early stages surrounding capacity and Mr. Meeks will keep the Board updated as any new developments arise.

Mr. Meeks then left the meeting.

1. **Budget and Rate Hearing.** The budget and rate hearing was opened upon motion by Mr. Swanson and approved upon second by Mr. Sudbeck, the notice for which was published in the local newspaper as required by law. No public comments were received on the proposed budget.
	1. **2025 Budget.** The 2025 budget was approved upon motion by Mr. Sudbeck and second by Mr. Spence.
2. **2025 Rates and Fees.** Ms. Judy Simonson gave an overview of how the 2025 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. The commercial customers rate will go up from $2.75 per $1,000 gallons to $2.90 per $1,000 gallons. The single-family residential rate will increase from $324 to $342 per household. The multi-family rate for units with underdrains will increase by $10.40 to $240.40 per unit and the rate for units without underdrains will increase by $4 to $80 per unit. The 2025 Fee Schedule was approved upon motion by Mr. Sudbeck and second by Mr. Spence.
3. **Budget Resolution No. 3.** A motion was made by Mr. Sudbeck to approve 2024 Resolution No. 3 and adopt the 2025 budget. The motion was approved upon second by Mr. Spence.
4. **Appropriation Resolution No. 4.** Mr. Sudbeck then made a motion to approve 2024 Resolution No. 4 to appropriate funds for the District’s 2025 expenditures which was approved upon second by Mr. Spence.
5. **Budget Message.** Mr. Sudbeck then moved to approve the 2025 Budget Message. The motion was approved upon second by Ms. Farris.

Mr. Edwards closed the budget and rate hearing.

# Financial Matters

* 1. **Disbursements.** The November 21, 2024 through December 18, 2024 check register was approved upon motion by Mr. Sudbeck and second by Mr. Spence.
	2. **Financial Statements.** The November 30, 2024 unaudited financials were approved upon motion by Mr. Sudbeck and second by Mr. Swanson.
	3. **Investment Report.** Nothing new to report on investments.

# Other Business

* 1. **Simonson and Associates 2025 Contract.** The Simonson and Associates contract rates for 2025 were approved upon motion by Ms. Farris and second by Mr. Sudbeck.

**Adjournment.** There being no other business, the meeting was adjourned by Mr.

Edwards at 11:00 a.m.

Respectfully submitted,

Nicole L. Simonson, Secretary