

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

May 16, 2018, at 9:00 a.m.

The regular meeting of the Board of Directors of the Grant Water & Sanitation District was held on Wednesday, May 16, 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 Chuck Reid of Bowles Metropolitan District, Justin Meeks, Judy and Nicki Simonson, and Julia Robinson. Mr. Cowan presided.

1. Oaths of Office and Election of Officers. Oaths of office were administered to newly elected directors Darren Bradshaw and Sam Garza, each of whom was elected to a four year term. Mr. Garza moved to elect Mr. Cowan as Chairman, Mr. Mulholland as Treasurer and Ms. Simonson as Secretary of the District. The motion was seconded by Mr. Guard and approved.

2. Disclosure of Conflicts of Interest. Mr. Garza's disclosure form was circulated to the Board. He has no conflicts of interest. There were no changes to the other Board member disclosures.

3. Open Forum. Mr. Reid said Bowles Metropolitan District obtained a topsoil bid of \$5,620 for restoration of the Blue Heron north landscaping and would like to use its contractor for that work. He asked that the joint easement committee discuss the topsoil replacement and other landscape costs at its next meeting on June 13. He said Bowles Metro would like to sod the area instead of seeding it. He said C&L is on site now, remediating some backfill that has settled since the project was finished. After noting that GWSD spent a lot of money to take out trees that should not have been there, Mr. Mulholland moved to reimburse Bowles Metro \$5,620 for the

topsoil. The motion was seconded by Mr. Garza and approved. Mr. Reid said the joint committee process has worked well and Bowles Metro would like to continue it.

The Board then discussed the damaged picket on Mr. Whitehill's gate. Mr. Meeks said it is a more complex job than one would think as it involves taking off the hardware and gate and staining the new picket to match the Bowles Metro fence. Mr. Reid said that Bowles Metro uses the same fence company each year to maintain the fence and it has the proper stain. The Board asked Mr. Reid to request that Bowles Metropolitan coordinate the gate repair work with the fence company and send the bill to GWSD.

Mr. Guard said the District needs to take out the stumps of the two trees removed during the construction project.

4. Overage Fee for New Customer. Ms. Nicki Simonson reported that, as usual, issues appeared this year when the District posted notices for water shutoff. Sometimes title companies fail to contact the District when houses are sold and that results in the District not having a correct address for billing. A customer for whom this happened paid his bill in full but has asked for refund of a \$216.27 overage fee. The Board discussed this request and agreed that the customer should first make a claim with his title insurance company.

5. Minutes. The minutes of the regular meeting held on April 18, 2018 were approved on motion of Mr. Mulholland seconded by Mr. Garza.

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

- **Underdrain Cleaning.** DRC completed calcium removal on a couple of long lines with heavy deposits in Dorado Greens. The Blue Heron Park line is still not done because muddy conditions do not allow the necessary equipment to be brought on site.

Mr. Meeks presented a proposal from DRC for use of a new cutter system for lines that are more than 50% blocked. If the proposal is approved, DRC will send a staff member to North

Carolina for training on use of the equipment. Mr. Meeks said the equipment has a range of 150 feet each way from a manhole, but we have one run of 700 feet without a manhole and several longer runs. He said we may need to add some manholes next year but we will see what can be accomplished with the new equipment first. Mr. Mulholland moved to approve the proposal to rent the equipment and proceed. The motion was seconded by Mr. Garza and approved.

- **2018 Sewer Maintenance.** Cleaning and videos of residential areas are done. Clement Park will be cleaned and videoed this summer and the commercial areas and golf course interceptor will be done in the fall.

- **Capital Projects.** Mr. Meeks showed photos of consolidation and settlement of fill material in Blue Heron project area. He said the remediation by C&L is expected to be finished today. Flow fill was used to compact the eroded area under the concrete walkway. Mr. Mulholland moved to approve final payment of the retainage of \$14,037.16 to C&L contingent on M/M's prior approval of the remediation work now under way. The motion was seconded by Mr. Garza and approved. Mr. Guard expressed concern about the cracked and eroded soils and said we are trusting our engineers to report that it is corrected in a satisfactory way. Mr. Meeks said the fill was properly compacted but heavy rains which fell on exposed soil caused the erosion.

- **Lift Stations.** A proposal was received from Ramey Environmental to replace both the Chanson Plaza lift station pumps and VFDs, as well as the lifting chains for the pumps. Mr. Meeks said the proposal called for use of pumps made in Europe. M/M requested Gorman Rupp pumps made in Kansas, which are the same as what the District has at the northeast lift station. With fittings, these are \$9,529, 30% less than the European pumps. He recommended that the District order these pumps and request a new proposal from Ramey for consideration at the next meeting. Mr. Mulholland moved to approve the pump order, Mr. Bradshaw seconded, and the order was approved by the Board.

- **Bowles Crossing.** Construction resumed the week of May 7 and has since stopped again. The design of the service lines to the buildings only had three feet of cover, which is inadequate and not in accordance with the District standards provided to the developer. There is also a grade issue with the grease interceptor. The District requires grades sufficient to prevent sewer backups into buildings. M/M has again advised the developer that all the grade issues could be resolved by adding three feet of fill to the site. No new plans have been submitted. Mr. Meeks said a representative of M/M visits the site daily to observe construction. In addition, M/M requires advance scheduling by the contractor for construction phases that require engineer observation.

The pipe bursting project is still scheduled for early June. The work will take about a month, including 10-14 days for the pipe bursting, followed by site restoration including asphalt replacement.

Site development for the Broadstone multi-family project and Longhorn Steakhouse is under way. The developer plans two 4-story apartment buildings (330 units) and one 4-story parking garage. The District mains run through the middle of the site. The developer wants to re-route the lines around the southern edge of the parcel, but this 8" sewer main is already at minimum slope. All this information was received by referral from Jefferson County and a reply was made to the county that the developer needs to contact the District. Meanwhile, the site plan for the Longhorn Steakhouse shows landscaping in the District easement which includes trees and a fence. These plans cannot be approved. The sewer in this location is shallow, only 5-6 feet deep. In addition to the tree and fence prohibition, shrubs should not be planted within 10 feet of the sewer on either side.

- **Bowles Village Center.** The property manager found issues with the IHOP sewer vents and other vents in the center also may have problems. For example, Party City

has also complained about odors. The District has received a proposal from C&L to install four vented manhole covers at a cost of \$1,020 each, for a total of \$4,080. Mr. Mulholland wanted to know whether we are sure these manhole covers will fix the problem. Mr. Meeks said one can't smell the sulfur dioxide until a manhole is opened, but said the smell is very strong with the cover off. He recommended that we wait to see if the issue is resolved by corrective action by the owner before installing the vented manhole covers. Mr. Meeks said he thinks the smell originates from the Chanson Plaza lift station.

- **Platte Canyon South Sheridan Line Project.** Mr. Meeks has reviewed the videos and plans for this project and found that the line to be repaired has severe sags and a lot of debris near the South Sheridan connection from GWSD. He has requested a meeting with Scott Hand, Platte Canyon's head of maintenance. The District has paid \$5,000 to Platte Canyon for bypass pumping and cleaning and now has received a bill in the amount of \$8,592 for lining five 4-foot manholes. Mr. Mulholland moved to approve the bill for the manhole lining, subject to inspection and approval of the work by Mr. Meeks. The motion was seconded by Mr. Garza and approved.

- **Update to Standard Details and Rates.** Mr. Meeks said M/M has recently found areas in which the standard details need to be updated and amended. For example, the details currently permit the use of "ultra rib PVC," which is now known to have a lot more issues with sagging than solid wall PVC SDR-35. Mr. Meeks passed around a piece of the ultra-rib PVC which was found to be very flexible. Other important changes are (1) to eliminate the ability to have underdrain cleanouts in sanitary sewer manholes and (2) to require contractors to video all new pipes and conduct 5% displacement testing with mandrells when removing and replacing sewer lines. The Board received a redlined draft showing changes to the standard details. The changes were approved on motion of Mr. Mulholland seconded by Mr. Bradshaw.

- **GIS System.** Mr. Meeks said the first work session with Simonson & Associates will be on May 22. It will be a GIS “show and tell” and will also be an opportunity to make sure management needs are incorporated. The web base will be accessible by Simonson & Associates, which will be able to choose what gets uploaded to users. Mr. Meeks said the web interface is not yet active but may be in place by next week. He said M/M and the District got a cheaper rate for GIS service by being an early adopter.

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

A. **Disbursements.** Ms. Simonson will hold the checks for C&L and Platte Canyon which were already approved subject to contingencies. Mr. Bradshaw moved to approve the remaining checks. The motion was seconded by Mr. Garza and approved.

B. **Accounts Receivable.** Ms. Nicki Simonson said the receivables report represents the status of collecting this year’s sewer service fees. The outstanding commercial total is \$9,238, including part of the Lucha Cantina bill, Office Max, Denver Public School and one other. There are 20 unpaid residential bills, fewer than what we have seen in a number of years.

C. **Financial Statements.** Ms. Simonson presented the unaudited financial statements for April 30, 2018. These were approved on motion of Mr. Garza seconded by Mr. Mulholland.

D. **Investment Report.** Ms. Simonson said the investment balance is higher than the 2020 target amount, in part because of delays in getting contractors to do necessary construction projects. The District had a bond maturity of \$200,000 invested at 0.98% and reinvested \$300,000 at 3% for five years. ColoTrust is paying nearly 2% in its money market account and Ms. Simonson recommended moving an additional \$350,000 to ColoTrust.

8. **Other Business.** The Board discussed a gift for Mr. Van Valkenburgh and approved a \$200 gift certificate to a restaurant plus a bottle of wine. Ms. Simonson will find out what would be Mr. Van Valkenburgh's restaurant of choice. This gift was approved on motion of Mr. Garza seconded by Mr. Mulholland.

9. **Adjournment.** The meeting was adjourned by Mr. Cowan.

Respectfully submitted,



Judith C. Simonson, Secretary

GWSD/Minutes/05-16-18Mtg