

MINUTES OF BOARD OF DIRECTOR MEETING

VALLEY SANITATION DISTRICT

October 16, 2024

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at the Platte Canyon Water and Sanitation, 8739 W. Coal Mine Avenue, Littleton, CO.

Phyllis Gooden Connie Kucharski Vince Leone Mary Alice Ledbetter
Chris Dye

In addition to the board Cynthia Lane and Armando Quintana of Platte Canyon Water and Sanitation, were in attendance.

1. MINUTES: Connie Kucharski made a motion to approve the minutes and Vince Leone seconded the motion. The motion passed.

2. APPROVAL OF BILLS: Vince Leone made a motion and it was seconded by Mary Alice Ledbetter to pay the bills. The motion passed.

1. Power System West – Lift Station Maint.	\$1,208.00
2. Patricia B. Harris – Wages	266.40
3. Connie Kucharski, Director Fee	92.35
4. Mary Alice Ledbetter	92.95
5. Vincent Leone, Director Fee	92.35
6. Comcast Business – Lift Station Utilities	113.75
7. Cottrell Printing Company Inc.- Public Relations	1,428.67
8. Ireland Stapleton Pryor & Pascoe, PC-Eng Fees	75.00
9. Platte Canyon Water & Sanitation District	7,609.99
10. Utility Notification Center of Colorado	141.90
11. Xcel Energy – Pump Station Utilities	1,193.23
12. Federal Tax Deposit	<u>202.40</u>
	\$ 11,400.74

3. RECEIPTS:

Arapahoe County Taxes	\$ 1,488.97
City and County of Denver	<u>334.97</u>
	\$ 1,823.94

4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 12,044.11

5. COLOTRUST:

General Plus Fund

September Deposit – \$23,271.55

Income Earned - \$ 4,538.54

Balance - \$ 1,042,707.73

Interest – 5.2384%

Enterprise Plus Fund

September Deposit - \$0.00

Income Earned - \$762.04

Balance - \$ 176,871.19

Interest – 5.2384%

6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) September

No work scheduled

Lift Station: 4 inspections scheduled

(2) October

Hydraulic Main Cleaning: 6120 feet scheduled

Root Cutting: 10,152 feet scheduled

There was one locate completed. There was one sewer tap inspection at 5234 S. Perry Street. There were only 2 ½ hours of overtime.

7. Phyllis asked a question in September about the two accounts in ColoTrust. Cynthia explained that the Enterprise Plus Fund was specifically for the loan used for the lift station. The General Plus Fund is for all other funds paid into the district.

8. Current Year to Date Budget: Everything is on schedule. Maintenance will use the remaining budgeted amount. Year end projections will be provided in the draft budget in November. The draft budget for 2025 will be presented in November.

9. Financials: Phyllis asked about how the Englewood revenue is received and Cynthia explained that the Englewood funds are paid in arrears – 80% is paid in a January deposit for 2024. The remainder is paid in June or July. Chris asked about the \$60,000 overrun on the lift station on January 31, 2024. Cynthia explained that the overrun was the result of the lift station problems but the funds were recovered by insurance and work billed to Columbine for their share of these unplanned expenses.

10. Inclusion and Dissolution Agreement between Valley Sanitation District and Sheridan Sanitation District #1: Tim Flynn sent the agreement to Cynthia and she did a quick look. She and Vanessa have questions about revenue and some components. Cynthia recommends engaging a separate legal review for Valley Sanitation. Tim recommends using an attorney outside of his firm if Valley decides to use another attorney. Phyllis thinks it might be worthwhile to have another attorney. There will be labor effort for the transfer in 2025 and it has not been budgeted because the agreement came so late in the year. Sheridan #1 will pay the district's cost of this process. Some costs for the transfer would be a staff person from Platte Canyon and one or two board members. There is a concern about when the property would officially be part of the district with regard to property tax revenue. Cynthia will talk to Vanessa about the date of the transfer when Sheridan #1 ceases to exist. Cynthia will reach out to an attorney and see if they can do initial scan of possibly four or five hours.

11. Flying Saucer: There have been a number of meetings on this property. The mainline interceptor crosses the property but there is no recorded easement. There are two parcels and Valley's parcel is on the east parcel. The west parcel is served by Sheridan #2. The developer met with the City of Sheridan for a pre-application meeting who is in the process of buying the property. Because of the way the buildings will be laid out the developer would like the parcels to be served by both Sheridan #2 and Valley Sanitation. There will need to be assessments for environmental remediation. The developers have applied for grant funding for the environmental assessments. Valley Sanitation will serve the east parcel with about 150 units. That parcel which is not currently included in Valley would have inclusion fees waived in exchange for a permanent 30 foot easement for the interceptor line. Cynthia is working toward permanent easements on the aerial line crossing Bear Creek to protect Bear Creek from spillage.

12. Date of December Meeting: The meeting for December will be December 11, 2024. The second Tuesday.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, November 20, 2024, at 5:00 pm, at the Platte Canyon Water and Sanitation, 8739 W. Coal Mine Avenue, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
October 21, 2024