

MINUTES OF BOARD OF DIRECTOR MEETING
VALLEY SANITATION DISTRICT
September 18, 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 was absent. 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 Connie Kucharski to pay the bills. The motion passed.

1. Patricia B. Harris, wages	\$266.42
2. Phyllis Gooden	92.35
3. Connie Kucharski, Director Fee	92.35
4. Mary Alice Ledbetter	92.95
5. Vincent Leone, Director Fee	92.35
6. Chris Dye, Director Fee	92.36
6. Alarm Detection Systems – Lift Station Utilities	593.04
7. Comcast Business – Lift Station Utilities	113.75
8. Colorado Department of Revenue - State Taxes	69.00
9. Colorado Department of Revenue - Backfill reimb returned	9,646.20
10. City of Englewood – Lift Station Utilities	19.22
11. Falcon Environmental Corp	1,213.99
12. Collins Cole Flynn Winn Ulmer, PLLC – Legal Fees	1,530.00
13. Johnson, Miriimiran & Thompson – Engineering Fees	912.50
14. Platte Canyon Water & Sanitation District	23,704.02
15. Utility Notification Center of Colorado	163.83
16. Xcel Energy-Lift Station Utilities	1,825.60
17. Federal Tax Deposit	217.70
	\$ 40,737.00

The agenda was corrected for Platte Canyon Water & Sanitation from \$24,704.02 to \$23,704.02. The Federal Tax Deposit check for \$217.70 was not included in the check packet. Phyllis asked about the Backfill Reimbursement and Cynthia explained that Valley Sanitation collected more tax revenue than was legally allowed and had to be repaid. Phyllis asked about the manholes that were paved over by Denver and the costs to Valley Sanitation to remove the paving. Cynthia said that an invoice had been sent to Denver for reimbursement of costs to remove paving. If the costs are not

reimbursed, the next step would be for Cynthia to escalate to the Claims and Government Relations group of Denver. The project manager has two weeks to pay the reimbursement for the paving removal before further action is taken.

3. RECEIPTS:

Arapahoe County Taxes	\$ 8,094.69
City and County of Denver	276.86
	\$ 8,371.55

4. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK:

Checking account balance: \$ 3,318.88

5. COLOTRUST:

General Plus Fund	Enterprise Plus Fund
August Deposit - \$ 16,749.08	August Deposit – \$ 0.00
Income Earned - \$ 4,956.53	Income Earned - \$ 804.35
Balance - \$ 1,056,842.34	Balance - \$ 176,109.15
Interest – 5.4053%	Interest – 5.4053%

6. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) August

Hydraulic Main Cleaning: 778 feet scheduled; 778 feet completed

Overlay Operations – Sewer: 1 completed

Lift Station: 4 inspections scheduled; 4 inspections completed

(2) September

No work scheduled

Lift Station: 4 inspections scheduled

7. Financial Statement: Phyllis asked about ColoTrust and the interest earned on the two accounts investments and the purpose for having an Enterprise Fund and the General Fund. Cynthia will check on the two ColoTrust accounts. The lift station costs were discussed regarding the expenses for 2024 that involved the pipe replacement and the January incident.. Cynthia said that most of those costs were recovered by the insurance claim. Cynthia is working with Vanessa to do year-end projections and Cynthia will have those projections by the October meeting.

8. Maintenance Budget: Cynthia said they are recommending \$188,523 in 2025 for all the work being proposed which is approximately a 12% reduction in what was proposed for 2024. The cycle of maintenance for 2025 is less than at was budgeted in 2024. Valley Sanitation is on a four-year cycle and 2026 will see an increase due to that maintenance schedule. Phyllis was concerned about

the major projects that need to be done in coming years and Cynthia explained that the major lining projects are being scheduled for 2028.

9. Valley Sanitation 2025 Budget: Vanessa is targeting a draft budget for October with a budget hearing in November.

10. Newsletter: Phyllis complemented Bridget of Platte Canyon Water & Sanitation on the Valley Sanitation newsletter.

11. Flying Saucer Cynthia will be attending a meeting for the development of the RV Park east of Federal Boulevard. This areas Is now officially a part of Valley Sanitation District. Tap fees for the development will be paid to Valley Sanitation. The applicant's intent is to redevelop to multi-family mixed use development to include seven four-story buildings – 352 units..:

12. Generator Batteries: Armando requested the board sign a check for \$1,200 for replacement batteries needed for the lift station generator. Armando called the maintenance company and they said they would not do the work because there is an overdue bill from July 2023. The company won't do the work until the past due bill is paid. Armando will be going to board members tomorrow to have them sign the check.

There was no further business and the meeting was adjourned at 6:00 PM. The next meeting will be Wednesday, October 16, 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
September 21, 2024