

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD MARCH 26, 2024

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A regular meeting of the Board of Directors (the “Board”) of the Northern Douglas County Water and Sanitation District (the “District”) was held on Tuesday, March 26, 2024, at 8:30 a.m., at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111, and by video-enabled web conference via Microsoft Teams. The meeting was open to the public.

#### ATTENDANCE

#### In Attendance:

Eric Keesen, President  
Blair Zimmerman, Vice-President/Asst. Secretary  
Michael Perlman, Secretary  
Thomas Cisek, Treasurer

#### Also in Attendance:

Shauna D’Amato, Nicholas Carlson and Seef Le Roux; CliftonLarsonAllen LLP (“CLA”)  
Barbara T. Vander Wall, Esq.; Seter, Vander Wall & Mielke, P.C.  
Greg Sekera and Aimee Chalus; Kennedy Jenks  
Kevin Collins, Member of the public

#### ADMINISTRATIVE MATTERS

**Call to Order and Approve Agenda:** Director Keesen called the meeting to order at 8:30 a.m. Upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Conflicts of Interest and Directors’ Fees:** Legal counsel noted that disclosures of potential conflict of interest statements had been filed with the Secretary of State at least 72 hours in advance of the meeting in accordance with statute. No additional conflicts were disclosed. Upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the Directors’ fees.

**Quorum, location of meeting and posting meeting notice:** The quorum was confirmed based on attendance of Directors via physical and web conference locations. Public participation is made available via physical and web conference locations. The Board further noted that notice of the meeting date, time, location and video link information was duly posted.

**Public Comment:** None.

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**Minutes of the February 27, 2024 Regular Board Meeting:** Following review, upon a motion duly made by Director Keesen, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved the minutes from the February 27, 2024 regular Board meeting, as presented.

### FINANCIAL MATTERS

**Claims:** Mr. Le Roux reviewed the claims with the Board. Upon a motion duly made by Director Keesen, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board approved and/or ratified approval of the claims in the amount of \$250,628.29, as presented.

**February 29, 2024 Unaudited Financial Statements:** Mr. Le Roux reviewed the February 29, 2024 Unaudited Financial Statements with the Board. Discussion ensued. The Board provided minor edits to Mr. Le Roux regarding the financial notes. Following discussion, upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board accepted the February 29, 2024 Unaudited Financial Statements, as presented.

### MANAGER MATTERS

**Update on the Website Hosting and Maintenance:** Mr. Carlson provided an update on the District's website services, noting the transition from Uncommon Solutions to CLA went smoothly and the website is functioning successfully.

### LEGAL MATTERS

**Modification to District FOG Inspection Policy:** It was noted that the proposed modification to District's FOG inspection policy is still under review by the Centennial Water & Sanitation District, and at the moment, there are no additional updates.

**Other:** Ms. Vander Wall provided a legislative update of certain bills of interest to the District, including SB24-005 which was recently passed, and which prohibits non-functional and artificial turf, and invasive plant species to promote the conservation of water in landscaping activities. Discussion ensued.

### ENGINEER MATTERS

**Engineering Information Report:** Mr. Sekera provided updates to the Board from his report. Discussion ensued regarding master meter and endpoint replacements.

The Board discussed the 10" meter installation project and provided direction to Mr. Sekera. He will connect with C&L Water Solutions for the status of the 10" installation project to be completed by June 15, 2024. Mr. Sekera and Mr. Carlson will make weekly calls to C&L Water Solutions to obtain updates. Mr. Sekera will work on bid documents to present at the next Board meeting in April. If C&L Water Solutions does not make any progress on this project by April 23, 2024, the Board expressed interest in moving forward with soliciting other proposals.

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CLA and Mr. Sekera will connect with Centennial Water & Sanitation District regarding this project for any guidance.

DIRECTOR  
MATTERS

**April 23, 2024 Regular Board Meeting:** Director Cisek noted he is not available on April 23, 2024. Directors Keesen, Perlman and Zimmerman confirmed their attendance.

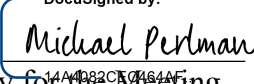
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Keesen, upon vote, unanimously carried, the meeting was adjourned at 9:42 a.m.

Respectfully submitted,

DocuSigned by:  
  
Secretary for the Meeting