

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT
(THE “DISTRICT”)
HELD
AUGUST 27, 2024

A regular meeting of the Board of Directors of the Northern Douglas County Water and Sanitation District (referred to hereafter as the “Board”) was convened on Tuesday, August 27, 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

Directors in attendance were:

Eric Keesen, President

Blair Zimmerman, Vice-President/ Assistant Secretary

Thomas Cisek, Treasurer

Michael Perlman, Secretary

Also, In Attendance Were:

Shauna D’Amato, Marlena Brzeska-Cloyd, Seef Le Roux; CliftonLarsonAllen LLP (“CLA”)

Barbara T. Vander Wall, Esq.; Seter, Vander Wall & Mielke, P.C.

Greg Sekera; Kennedy Jenks

Kevin Collins; Member of the public

ADMINISTRATIVE MATTERS

Call to Order and Agenda:

The meeting was called to order at 8:30 a.m. The Board reviewed the agenda for the meeting. Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Disclosures of Potential Conflicts of Interest:

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 Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the Directors’ fees.

Quorum, Location of Meeting Posting of Meeting Notice:

Ms. D’Amato conformed the quorum 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:

There was no public comment.

Minutes of July 23, 2024 Regular Meeting:

Following review, upon a motion duly made by Director Perlman, seconded by Director Cisek and, upon vote, unanimously carried, the Board approved the minutes from the July 23, 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 Perlman and, upon vote, unanimously carried, the Board approved and/or ratified approval of the claims in the amount of \$324,866.38, as presented. Discussion ensued regarding the Kennedy Jenks Consultants’ expenses.

July 31, 2024 Unaudited Financial Statements:

Mr. Le Roux reviewed the July 31, 2024 Unaudited Financial Statements with the Board. Discussion ensued regarding the water usage cost. Mr. Le Roux clarified that the Centennial Water & Sanitation District report has not been received yet and is not immediately available. Mr. Collins suggested conducting a 3-year comparison to evaluate water usage, emphasizing its effect on the District’s revenue. Detailed information about the report will be shared and discussed once it becomes available. Mr. Collins also remarked on the elevated water charges compared to previous years, noting the price increase by the Centennial Water & Sanitation District. Following discussion, upon a motion duly made by Director Perlman, seconded by Director Cisek and, upon vote, unanimously carried, the Board accepted the July 31, 2024 Unaudited Financial Statements, as presented.

LEGAL MATTERS

Water and Access Easements for the South Suburban Sports Complex:

Ms. Vander Wall reviewed the updated water and access easement exhibits for the South Suburban Sports Complex with the Board and noted that the property descriptions are in the process of being reviewed by the title company for ownership and encumbrance information. The easement deeds are expected to be ready for Board consideration at the next meeting.

Discussion ensued regarding communication with the South Suburban Sports Complex.

ENGINEERING MATTERS

Engineering Information Report:

Mr. Sekera provided updates to the Board from his report. The Board discussed and acknowledged the report.

Amendment No. 3 to the 2020 Water Meter Replacement Project for Additional Design and Utility Potholing Related to the Backflow Devices:

Mr. Sekera reviewed the Amendment No. 3 to the 2020 Water Meter Replacement Project for Additional Design and Utility Potholing Related to the Backflow Devices with the Board. He stated that the District requires additional funding for backflow devices and obtaining permissions from property owners will be necessary. The staff will handle the coordination. The project is expected to be put out for bid in the first quarter of 2025. Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the Amendment No. 3 to the 2020 Water Meter Replacement Project for Additional Design and Utility Potholing Related to the Backflow Devices, as presented.

MANAGER MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Perlman, the Board adjourned the meeting at 9:16 a.m.

Respectfully submitted,

By _____
Secretary for the Meeting

DocuSigned by:
Michael Perlman
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