

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD AUGUST 22, 2023

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, August 22, 2023, 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:

Nic Carlson, Shauna D’Amato, and Seef LeRoux; CliftonLarsonAllen LLP (“CLA”)
Barbara T. Vander Wall, Esq. and Marissa Peck, Esq.; Seter & Vander Wall, 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 8:42 a.m. Upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the agenda as presented.

Conflicts of Interest and Directors’ Fees: Ms. Vander Wall noted that disclosures of potential conflict of interest statements had been filed with the Secretary of State at least seventy-two 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: A quorum was confirmed based on attendance of Directors via web conference. Public participation is made available via web conference. The Board

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further noted that notice of the meeting date, time, location and video link information was duly posted.

Public Comment: None.

Minutes of July 25, 2023 regular Board meetings: Following discussion, upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the minutes of the July 25, 2023 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 \$276,805.58.

July 31, 2023 Unaudited Financial Statements: Mr. Le Roux reviewed the unaudited financial statements with the Board. Following discussion, upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board accepted the July 31, 2023 unaudited financial statements.

MANAGER MATTERS

Mr. Carlson provided an update to the Board, noting that he and the District's engineer plan to meet with Centennial Water and Sanitation District staff to discuss the backflow and master meter project.

LEGAL MATTERS

Xcel Request for Power Pole in Easement at 13153 Highland Circle; Consider approval of Consent Agreement: Attorney Vander Wall provided an update on the negotiations for a consent agreement in connection with the proposed installation of a utility pole within the District's easement. No action taken.

ENGINEER MATTERS

Engineering Information Reports: Greg Sekera reviewed the report included in the meeting packet.

Status master meter replacements and backflow devices: Mr. Sekera provided an update.

DIRECTOR MATTERS

Quorum for September 26, 2023 regular Board meeting: A quorum was confirmed.

OTHER BUSINESS

None.

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ADJOURNMENT

Upon a motion duly made by Director Keesen, the Board adjourned the meeting at 9:14 a.m.

Respectfully submitted,

DocuSigned by:

Michael Perlman

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Secretary for the Meeting

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