

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD MAY 28, 2024

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, May 28, 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
Thomas Cisek, Treasurer
Michael Perlman, Secretary

Also in Attendance:

Shauna D’Amato, Nicholas Carlson, Seef Le Roux, Andrew Mulder and Tiffany LeHerr; 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 Cisek 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 April 23, 2024 Regular Board Meeting: Following review, upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the minutes from the April 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 \$220,125.47, as presented.

April 30, 2024 Unaudited Financial Statements: Mr. Le Roux reviewed the April 30, 2024 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made by Director Cisek, seconded by Director Keesen and, upon vote, unanimously carried, the Board accepted the April 30, 2024 Unaudited Financial Statements, as presented.

Update on District's Finances, Bonds, Maturity Dates, and Market Outlook for 2024: Ms. Leherr and Mr. Mulder provided the Board with an update regarding the District's finances, bonds, maturity dates, and market outlook for 2024. Discussion ensued. No action was taken. The CLA Wealth Advisory team will plan to attend another Board meeting in August or September 2024 to provide further updates.

MANAGER MATTERS

Mr. Carlson provided an update regarding the communication with South Suburban Parks and Recreation District. No action was taken.

LEGAL MATTERS

Modification to District FOG Inspection Policy: Ms. Vander Wall discussed the update on the Modification to District FOG Inspection Policy, noting that the draft Memorandum of Understanding is still in progress and the District is awaiting a response from the Centennial Water & Sanitation District. No action was taken.

ENGINEER MATTERS

Engineering Information Report: Mr. Sekera provided updates to the Board from his report. He noted that C&L continues to make progress on the District's water maintenance program and water system repairs. He also reported on the backflow project, noting that the electrical designs from Xcel Energy is completed and will be submitted to Douglas County for review of the sites. Additional surveying will be done after confirmation of the sites.

Task Order No. 3 between the District and C&L Water Solutions, Inc. for Replacement of 10" Master Meters in the amount of \$105,485.00: Mr. Sekera reviewed Task Order No. 3 between the District and C&L Water Solutions, Inc. for replacement of 10" master meters in the amount of \$105,485.00. Discussion ensued. Following review and discussion, upon a motion duly made by Director Cisek, seconded by Director Keesen and,

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upon vote, unanimously carried, the Board ratified approval of Task Order No. 3 between the District and C&L Water Solutions, Inc. for replacement of 10” master meters in the amount of \$105,485.00, as presented.

Amendment No. 2 to the 2020 Water Meter Replacement Project between the District and Kennedy Jenks in the amount not to exceed \$7,600.00: Mr. Sekera reviewed Amendment No. 2 to the 2020 Water Meter Replacement Project between the District and Kennedy Jenks in the amount not to exceed \$7,600.00, for survey work related to two backflow device sites based on a proposal submitted by True North Surveying. The work is expected to be completed by July 15, 2024. Discussion ensued. Following review and discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved Amendment No. 2 to the 2020 Water Meter Replacement Project between the District and Kennedy Jenks in the amount not to exceed \$7,600.00, as presented.

DIRECTOR
MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 9:16 a.m.

Respectfully submitted,

DocuSigned by:
Michael Perlman
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Secretary for the Meeting