

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD DECEMBER 19, 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, December 19, 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
Thomas Cisek, Treasurer
Michael Perlman, Secretary

Blair Zimmerman, Vice-President/Asst. Secretary was absent and excused

Also in Attendance:

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

ADMINISTRATIVE MATTERS

Call to Order and Approve Agenda: Director Keesen called the meeting to order at 8:31 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: Ms. Vander Wall 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 Cisek 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 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.

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Public Comment: None.

Minutes of the November 28, 2023 Regular Board Meeting: Following discussion, upon a motion duly made by Director Perlman, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the minutes from the November 28, 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.

November 30, 2023 Unaudited Financial Statements: Mr. Le Roux reviewed the November 30, 2023 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board accepted the November 30, 2023 Unaudited Financial Statements.

Fee Schedule and Adoption of Resolution of Proposed 2024 Water and Wastewater Fees, Rates and Charges: Mr. LeRoux reviewed the proposed 2024 schedule of water and wastewater fees and charges for the District. He noted that Centennial Water and Sanitation District has adopted its standard fee increase of 4%. The recommendation for the District is to not increase its fees at this time, and allow the District to backfill the rate increase applicable to its customers through the District’s property tax revenues and increased property valuations. It was noted that the only proposed increase for 2024 is an increase from \$50.00 to \$100.00 in the District’s transfer fee. The Board suggested that the District provide notice to its customers regarding no increases in water and wastewater fees for 2024, and directed staff to prepare a draft announcement for review at the January Board meeting. Following discussion, upon a motion duly made by Director Cisek, seconded by Director Perlman and, upon vote, unanimously carried, the Board approved the proposed 2024 fee schedule and adopted the resolution regarding 2024 water and wastewater fees, rates and charges, as presented.

MANAGER MATTERS

None.

LEGAL MATTERS

None.

ENGINEER MATTERS

None.

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DIRECTOR
MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

Upon a motion duly made and seconded by Director Keesen, the Board adjourned the meeting at 8:56 a.m.

Respectfully submitted,

DocuSigned by:
Michael Perlman
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Secretary for the Meeting