

## RECORD OF PROCEEDINGS

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### MINUTES OF THE CONTINUED REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTHERN DOUGLAS COUNTY WATER AND SANITATION DISTRICT HELD MARCH 31, 2022

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A Continued Regular Meeting of the Board of Directors (the “Board”) of the Northern Douglas County Water and Sanitation District (the “District”) was held on Thursday, March 31, 2022, at 3:00 p.m., at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111. The meeting was open to the public.

DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID- 19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS DISTRICT BOARD MEETING WAS HELD BY VIDEO ENABLED WEB CONFERENCE VIA MICROSOFT TEAMS. THERE WAS ONE PERSON AT THE PHYSICAL MEETING LOCATION.

#### ATTENDANCE

##### In Attendance:

Eric Keesen, President  
Kevin Collins, Treasurer  
Michael Perlman, Secretary (arrived at 3:12 p.m.)

##### Also in Attendance:

Nic Carlson and Jenny Hackelman; CliftonLarsonAllen LLP (“CLA”)  
Barbara T. Vander Wall, Esq. and Connor Kruger, Esq.; Seter & Vander Wall, P.C.  
Greg Sekera and Aimee Fitzhugh; Kennedy Jenks  
Blair Zimmerman; resident

#### ADMINISTRATIVE MATTERS

**Call to Order and Approve Agenda:** Director Keesen called the meeting to order at 3:05 p.m. Upon a motion duly made by Director Collins, 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 Collins, seconded by Director Keesen and, upon vote, unanimously carried, the Board approved the Directors’ fees.

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**Quorum, location of meeting and posting meeting notice:** A quorum was confirmed. The Board entered into a discussion regarding the requirements of H.B. 21-1278, concerning the location of the District's Board meeting. The Board determined that due to concerns regarding the spread of COVID-19 and the benefit to the control of the spread of the virus by limiting in-person contact, this meeting was conducted via Microsoft Teams and encouraged public participation via Microsoft Teams. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections nor any requests were made regarding the means of hosting the meeting.

**Public Comment:** None.

### FINANCIAL MATTERS

Director Collins provided an update on the refund situations for Pax Christi and Parc Santa Fe, noting that both refunds should be approved and issued.

**CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work:** Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman, and upon a vote of two in favor, one abstention (Director Collins), the Board approved the CliftonLarsonAllen LLC Master Service Agreement and related statements(s) of work.

### MANAGER MATTERS

**Other:** None.

### LEGAL MATTERS

**Appointment of Blair Zimmerman to the Board of Directors:** Ms. Vander Wall provided background information regarding the appointment of new Board Members and discussed the next steps for Mr. Zimmerman to become an active Board member. Following discussion, upon a motion duly made by Director Keesen, seconded by Director Perlman and, upon vote, unanimously carried, the Board appointed Blair Zimmerman to the Board of Directors.

**Other:** None.

### ENGINEER MATTERS

**Engineering Information Report:** Mr. Sekera reviewed the Engineering Information Report that was included in the packet. Discussion ensued. Director Collins requested the consultant team review the request and determine next steps for the Lorenz Property Planned Development, as well as have a discussion on developer and inclusion fees.

### DIRECTOR MATTERS

**Quorum for April 26, 2022 regular Board meeting:** A quorum was confirmed.

### OTHER BUSINESS

**Other:** None.

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### ADJOURNMENT

There being no further business to discuss, upon a motion duly made by Director Keesen, seconded by Director Collins, the Board adjourned the meeting at 4:02 p.m.

Respectfully submitted,

DocuSigned by:

*Michael Perlman*

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Secretary for the Meeting

**Certificate Of Completion**

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|---|----------------------------|
| Envelope Id: 1188F35257ED4DE9838B47CE7B728B13     | Status: Completed          |
| Subject: NDCWSD Minutes 03-31-22 NDCWSD Final.pdf |                            |
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**Signer Events**

Michael Perlman  
 mike.perlman@yahoo.com  
 Security Level: Email, Account Authentication (None)

**Signature**

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 A0E72A524B51445...

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Signature Adoption: Pre-selected Style  
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Catherine Bright  
 cbright@svwpc.com  
 Security Level: Email, Account Authentication (None)

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**Status**

**Timestamps**

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| Certified Delivered            | Security Checked | 4/28/2022 9:24:44 AM |
| Signing Complete               | Security Checked | 4/28/2022 9:25:12 AM |
| Completed                      | Security Checked | 4/28/2022 9:25:12 AM |

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