



Board of Directors Meeting Minutes May 20, 2024, 6:30 p.m.

Call to Order

Regular Meeting

Centennial Water and Sanitation District Board of Directors met for a regular meeting in person and via Zoom on May 20, 2024, at 6:30 p.m.

Roll Call

Upon the call of the roll, the following were present.

Board Members: Tammy Essmeier, Terry Nolan, SJ Light, and Frank Johns

Excused Absence: Frank McNulty

A quorum was declared.

Staff present:

Sam Calkins
Peter Bong
Nic George
Jon Klassen
Zach Cartaya
Kari Larese
Tom Rose

Ryan Edwards
Bobbi Lavoie
Amy Dublin (via Zoom)
Ross James
Rick McLoud
Austin Long (via Zoom)
Stacy Smith

Others present:

Tim Flynn – Collins Cole Flynn Winn & Ulmer, PLLC

Stephanie Stanley – Highlands Ranch Metro District General Manager (via Zoom)

Stefani Von Holtum-Niesent – PFM Asset Management LLC

Ben Sabora – PFM Asset Management LLC

Austin Gais – PFM Asset Management LLC

Reaffirmation of Disclosures

- No changes

Introductory Comments

- Board Members
Board member Johns attended the Douglas County Water Commission Meeting, and the focus was the review of a request for proposals (RFP) for consulting services to write a Water Master Plan. A subcommittee of the Commission will complete the RFP and ask consultants to comment on it. They will then choose three or four consultants to submit proposals. This process is still a couple months away. There is also some discussion around inviting the public to an open house to share their interests which could occur this summer. Johns presented the idea of monitoring wells in the Denver Basin aquifer and asked that other entities install these also or invite the county to share in the cost.

- **General Manager**
General Manager Calkins shared that the audit update to the board will be provided at the June board meeting. Based on an inquiry from the board, the benefits of Metro staff moving to another building include making space for growth opportunities and providing more conducive space to others based on some business requirements which results in better use of space. The Board Communication regarding the HR Director position has been discussed with board member McNulty since he was not in attendance at the study session. Board member McNulty supported the position and requested that General Manager Calkins share that the position is being paid for with vacancy savings this year and will be budgeted next year. The legislative session is over; however, the district will be monitoring the impact of house bill 1152 involving accessory dwelling units.

Public Comments/Questions

- No public in attendance.

Presentations

- Quarterly Investment Update – PFM Asset Management LLC

Discussion Items

- No Items

Approval of Minutes

- CWSD Board Meeting Minutes April 29, 2024

Board member Nolan moved that the board approve the minutes from April 29, 2024 Board Meeting as submitted. Board member Light seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns

Nays: None

The motion carried.

Approval of Business Agenda

Board member Nolan moved that the board approve the business agenda. Board member Light seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns

Nays: None

The motion carried.

Consent Items

CWSD 124

Adopt Resolution 24-124 Ratification of Change Order #1 in the amount of \$9,421, Ratification of Change Order #2 in the amount of \$4,720, and Ratification of Change Order #3 for a credit in the amount of \$(40,000) with Glacier Construction Co. for the Well A-1R Project. Authorization for release of retainage held pursuant to the terms of the contract with Glacier Construction Co. for the Well A-1R Project, subject publication of a Notice of Final Settlement.

CWSD 125

Adopt Resolution 24-125 Ratification of Change Order #1 for a credit in the amount of \$(4,993), Ratification of Change Order #2 in the amount of \$3,653, and Ratification of Change Order #3 for a credit in the amount of \$(50,000) with Glacier Construction Co. for the Well D-20A Project. Authorization for release of retainage held pursuant to the terms of the contract with Glacier Construction Co. for the Well D-20A Project, subject to the publication of a Notice of Final Settlement.

CWSD 127

Adopt Resolution 24-127 approving the new Digital Accessibility Policy and designate an Accessibility Officer required to meet HB 21-1110.

CWSD 128

Ratify April 2024 cash and investment transactions (including expenditures).

Board member Johns moved that the board approve consent business items CWSD 124, 125, 127, and 128, inclusive. Board member Light seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns

Nays: None

The motion carried.

General Business

CWSD 126

Adopt Resolution 24-126 authorizing creation of a position for Human Resources Director in lieu of Human Resources Manager.

Board member Light moved that the board approve general business item CWSD 126. Board member Johns seconded the motion. The vote was as follows:

Ayes: Board members Essmeier, Nolan, Light, and Johns

Nays: None

The motion carried.

Executive Session

AT APPROXIMATELY 7:03 P.M., BOARD MEMBER ESSMEIER MOVED THAT THE BOARD GO INTO EXECUTIVE SESSION PURSUANT TO SECTION 24-6-402(4)(b) C.R.S. FOR THE PURPOSE OF CONFERRING WITH LEGAL COUNSEL REGARDING MARCY GULCH WASTEWATER TREATMENT PLANT CONSTRUCTION MATTERS AND REGARDING CLAIMS ASSERTED BY A FORMER DISTRICT EMPLOYEE.

Board Member Light seconded the motion.

The motion carried and the Board went into Executive Session at approximately 7:03 p.m. The Executive Session regarding Marcy Gulch Wastewater Treatment Plant construction contract matters was not recorded because it constituted a privileged attorney client communication, and

legal counsel's signed statement is attached to the original of these minutes. Those persons present during this Executive Session were Board Members Essmeier, Nolan, Light, and Johns, General Legal Counsel, Timothy J. Flynn, General Manager, Sam Calkins, Director of Public Works, Ryan Edwards, Director of Operations, Peter Bong, Director of Finance, Zach Cartaya, Water and Wastewater Superintendent, Nic George, Superintendent of Facilities Maintenance and Asset Management, Ross James, Project Manager, Austin Long (via Zoom), and Executive Assistant, Stacy Smith.

The Executive Session regarding a claim asserted by a former employee was not recorded because it constituted a privileged attorney client communication, and legal counsel's signed statement is attached to the original of these minutes. Those persons present during this Executive Session were Board Members Essmeier, Nolan, Light, and Johns, General Legal Counsel, Timothy J. Flynn, and General Manager, Sam Calkins.

The Executive Session was adjourned at approximately 7:35 p.m., at which time the Board returned to open public meeting.

BOARD MEMBER LIGHT MOVED THAT THE GENERAL MANAGER IS HEREBY AUTHORIZED TO CONDUCT SETTLEMENT NEGOTIATIONS AND ENTER INTO A SETTLEMENT AGREEMENT WHEN APPROVED BY LEGAL COUNSEL, PROVIDED BOARD MEMBER MCNULTY IS APPRISED OF THE BOARD'S ACTION AND DOES NOT DESIRE TO DISCUSS THIS MATTER FURTHER WITH THE ENTIRE BOARD. Board member Essmeier seconded the motion. The vote resulted as follows:

Ayes: Board Members Essmeier, Light, and Johns

Nays: Board Member Nolan

The motion carried.

Adjourn

Board member Essmeier moved the board to adjourn. Board member Johns seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns

Nays: None

The motion carried and the Board Meeting adjourned at 7:36 p.m.



CENTENNIAL
WATER AND SANITATION DISTRICT

May 20, 2024
7:03 p.m. Executive Session

At the above referenced date and time, the Centennial Water and Sanitation District Board of Directors went into Executive Session for the purpose of conferring with legal counsel pursuant to Section 24-6-402(4)(b) C.R.S. regarding Marcy Gulch Wastewater Treatment Plant construction contract matters and pursuant to Section 24-6-402(4)(b) C.R.S. regarding claims asserted by a former District employee.

By signing this statement, I attest that I was present during the Executive Session and the Executive Session constituted a privileged attorney client communication and for that reason the session was not electronically recorded.

/s/ Timothy J. Flynn
Legal Counsel