



## **Board of Directors Meeting Minutes**

**November 24, 2025, 6:00 p.m.**

62 Plaza Drive Highlands Ranch, CO 80129

[Zoom Link](#)

Telephone: 346-248-7799

Webinar ID: 976 8918 4524

### **Call to Order**

Regular Meeting

Highlands Ranch Water and Sanitation District Board of Directors convened a regular meeting in person and via Zoom on November 24, 2025, at 6:00 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: Juli Faller

A quorum was declared.

Staff present:

Sam Calkins

Ryan Edwards

Peter Bong

Nic George (via Zoom)

Kari Larese

Lauren Appleby

Kristi Robinson

Rick McLoud

Austin Long

Stacy Smith

Andy Smith

Tiffany Hooten

Others present:

Tim Flynn – Ireland Stapleton Pryor & Pascoe, PC

Stefani VonHoltum-Niesent and Ben Sapora – PFM Asset Management LLC

Members of the Public – Walter Sharp (via Zoom), Gabriel Chapman, and Johnny Chapman

### **Reaffirmation of Disclosures**

- No changes

### **Introductory Comments**

- Board Members
  - Board member Essmeier thanked staff for their work on the budget and also thanked the board for their thoughtfulness and questions along with wishing everyone a Happy Thanksgiving.
- General Manager
  - General Manager Calkins explained to the public in attendance and online how the public comment and public hearing agenda items will be handled during the meeting.

### **Public Comments/Questions**

- No public comments were made.

### **Public Hearing**

- Budget and Rates Update
  - Board member Johns commented on a recent article referencing the EPA's water sense.
  - The board recommends bringing a revised version of the proposed budget to the December board meeting, which includes a \$100 million bond for the Water Treatment Plant Phase 2 project and uses \$10 million from the Financial Assurance Fund, resulting in a lower rate increase.
- Public Comments
  - Gabriel Chapman inquired about how snowpack impacts operations. General Manager Calkins provided a response.
  - Johnny Chapman inquired about what proactive steps can be taken when snowpack is low. General Manager and Board Member Essmeier provided a response.

### **Presentations**

- Quarterly Investment Update – PFM Asset Management LLC

### **Discussion Items**

- No Items

### **Approval of Minutes**

- Study Session Minutes October 21, 2025
- Board of Directors Minutes October 27, 2025
- Compensation Plan Meeting Minutes October 28, 2025
- Budget Workshop Minutes November 12, 2025

Board member Johns requested an edit to the Board of Directors Minutes October 27, 2025, to include removing him from attending via Zoom and changing it to in person.

Board member Nolan moved that the board approve the minutes from October 21, 2025, Study Session, October 27, 2025, Board of Directors Meeting with the suggested changes from board member Johns, October 28, 2025, Compensation Plan Meeting, and November 12, 2025, Budget Workshop 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 Essmeier seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns  
Nays: None

The motion carried.

### **Consent Items**

25-134

Adopt Resolution 25-134 recommending a change to the Personal Leave Policy.

25-135

Adopt Resolution 25-135 with the following actions related to the Redstone Animal Hospital property located at 13059 N US Highway 85:

- Approval of a 1-1/2" Non-Residential Tap (4 SFEs) upon payment of five years of options and the current tap fees.

25-136

Ratify October 2025 cash and investment transactions (including expenditures).

Board member Johns moved that the board approve consent business item 25-134, 25-135, and 25-136 inclusive. Board member Nolan seconded the motion. The vote was as follows:

Ayes: Board Members Essmeier, Nolan, Light, and Johns  
Nays: None

The motion carried.

### **General Business**

- No Items

**Executive Session**

- No Items

**Adjourn**

Board Member Essmeier moved to adjourn the meeting. Board Member Light 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 6:38 p.m.