



## **Board of Directors Study Session Minutes October 21, 7:30 a.m.**

62 Plaza Drive, Highlands Ranch, CO 80129

[Zoom Link](#)

Telephone: 346-248-7799

Webinar ID: 941 6176 4781

### **Attendees:**

Tammy Essmeier  
Terry Nolan  
Frank Johns  
Juli Faller

### **Excused Absence:**

SJ Light

### **Staff:**

Sam Calkins (via Zoom)  
Tiffany Hooten  
Peter Bong  
Walter Trush  
Lauren Appleby  
Jon Klassen  
Ryan Edwards  
Kristi Robinson  
Ross James  
Bobbi Lavoie  
Darlene Schow  
Jeremie Lewis  
Austin Long  
Kari Larese

Amy Dublin (via Zoom)  
Nic George  
Rick McLoud  
Julie Tinetti  
Stacy Smith

### **Others present:**

Tim Flynn – Ireland Stapleton Pryor & Pascoe, PC

### **Introductory Comments**

- Board Members
  - No comments from the board.

- General Manager
  - Finance Director Tiffany Hooten reminded the board of the following upcoming meeting dates: Compensation Plan Meeting, October 28, 2025, and the Budget and Rates Workshop, November 12, 2025.

### **Presentations**

- Budget and Rates – Tiffany Hooten
  - The board requested additional information be provided at the Budget and Rates Workshop in November to include how our previous projected rate increases compare to our current projections, what rates would look like if we borrowed less, what impact would state or federal funding have on rate increases, options of not going forward with the Phase 2 Project or delaying it past January 2027, and look into other options besides the 7% increase for the next couple years.

### **Discussion Items**

- Recent Main Breaks – Sam Calkins
  - Along with the main breaks update, General Manager Calkins informed the board that a third-party contractor was hired to take core samples of the Ras Fermenter at the WWTP in connection with the investigation being conducted by an engineering firm into the leaking that is occurring in the Ras Fermenter walls. The samples will be analyzed and the results incorporated as part of the engineering firm's report.

### **Planning and Engineering Items**

#### **25-128 - Consent**

Adopt Resolution 25-128 with the following actions:

- Approval of an appropriation of \$6,192,130 for engineering services related to the design of the Water Treatment Plant Improvements – Phase 2 Project.
- Authorization for the General Manager to enter into a Consulting Services Agreement with Carollo Engineers, Inc., in the amount of \$5,722,130 for design engineering services for the Water Treatment Plant Improvements – Phase 2 Project.

#### **25-129 – Consent**

Adopt Resolution 25-129 with the following action:

- Approval of an Integrated Project Delivery Process for the construction of the Water Treatment Plant Improvements – Phase 2 Project.

#### **25-130 – Consent**

Adopt Resolution 25-130 with the following actions:

- Approval of an appropriation for \$197,000 for the McLellan Pump Station B Improvements Project.

- Authorization for the General Manager to award a Construction Manager At-Risk (CMAR) contract to Hensel Phelps in the amount of \$102,317 for preconstruction services for the McLellan Pump Station B Improvements Project.

### **Operations**

- No Items

### **Finance and Administration Items**

#### **25-131 – Consent**

Adopt Resolution 25-131 with the following action:

- Approval of the 2026 Holiday Schedule.

#### **25-132 – Consent**

Adopt Resolution 25-132 with the following action:

- Approval of the 2026 schedule for Study Session and Board of Directors Meetings.

Board member Johns suggested changes to the August meeting dates which may result in moving this item to General Business rather than Consent at the next board meeting.

### **Water Resources and Conservation**

- No Items

### **Routine Approvals**

#### **25-133 - Consent**

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

### **Adjourn**

The Study Session was adjourned at approximately 8:28 a.m.