



Board of Directors Study Session Minutes May 13, 7:30 a.m.

62 Plaza Drive, Highlands Ranch, CO 80129

[Zoom Link](#)

Telephone: 346-248-7799

Webinar ID: 939 7167 8200

Attendees:

Tammy Essmeier
Terry Nolan
SJ Light
Frank Johns
Frank McNulty

Staff:

Sam Calkins	Kari Larese
Peter Bong	Jeremie Lewis
Ryan Edwards	Lauren Appleby
Kristi Robinson	Bobbi Lavoie
Tiffany Hooten	Darlene Schow
Jon Klassen	Stacy Smith
Ross James	Nic George
Rick McLoud	Paige McFarland
Austin Long	Julie Tinetti

Others present:

Tim Flynn – Ireland Stapleton Pryor & Pascoe, PC

Introductory Comments

- Board Members
Board Member Johns shared that he attended the Water Reuse Colorado conference and shared other upcoming conferences.
- General Manager
General Manager Calkins thanks staff and the Highlands Ranch community for assisting with the election and shared some voter numbers for the past three years. The canvass board meeting was yesterday with Board Member Nolan helping certify the election results which will be official tomorrow.

New board member Juli Faller was not in attendance due to a pre-planned trip out of the country but will return on the 25th with plans to administer the Oath of Office to her within 30 days of the election. The remaining board members will need to decide on the board officers, however General Manager Calkins suggests having that discussion when Juli Faller returns.

The board is invited to an employee appreciation event on June 3rd located at Fly'n B Park at 11 a.m.

An employee survey has been started and will run for two weeks to identify what is going well and what can be improved.

The Citizen Engagement Committee is meeting on June 16th with the topics being conservation and billing.

Monetary settlement information regarding the PFAS class action lawsuit was shared with the board.

General Manager Calkins met with the Chair of the Water Commission, Jack Hilbert resulting in HR Water tentatively being scheduled to present our water rights portfolio in July.

Oath of Office

Tammy Essmeier

The board designated board member Terry Nolan to administer the oath to Tammy Essmeier.

Presentations

- Board Member Recognition – Sam Calkins
Recognition was given to Frank McNulty for his time served on the board.
- Hendrick Office Building Monument Sign – Ryan Edwards
The board agreed in principle to pay half the cost of an in-kind replacement sign, however if the Metro Board would like to pay for the entire cost of an automated sign then the board is amenable to allow the automated sign.

Discussion Items

- Billing System Update – Tiffany Hooten

Planning and Engineering Items

25-111 - Deferred

Adopt Resolution 25-111 with the following actions:

- Approval of an appropriation of \$510,880 from the Capital and Major Repair Fund for engineering services related to the design of the McLellan Pump Station B Improvements.
- Authorization for the General Manager to enter into a Consulting Services Agreement with Carollo Engineers, Inc. in the amount of \$453,537 for engineering design services for the McLellan Pump Station B Improvements.

25-112 - Deferred

Adopt Resolution 25-112 with the following action:

- Approval of an Integrated Project Delivery Process for the construction of the McLellan B Pump Station Improvements Project.

25-113 – Consent

Adopt Resolution No. 25-113 with the following actions:

- Approval of an appropriation of \$260,000 for the Cline Ranch Headgate Improvements Project.
- Authorize the General Manager to award a construction contract to L4 Construction, LLC, in the amount of \$204,479, to complete the Cline Ranch Headgate Improvement Project.
- Authorize the General Manager to enter into a consulting services agreement with Muller Engineering, in the amount of \$18,534, for construction management services related to the Cline Ranch Headgate Improvements Project.

Operations

- No Items

Finance and Administration Items

- No items

Water Resources and Conservation

- No Items

Routine Approvals

25-114 - Consent

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

Adjourn