



Board of Directors Meeting Minutes

April 28, 2025, 6:00 p.m.

62 Plaza Drive Highlands Ranch, CO 80129

[Zoom Link](#)

Telephone: 346-248-7799

Webinar ID: 914 6364 4693

Call to Order

Regular Meeting

Highlands Ranch Water and Sanitation District Board of Directors convened a regular meeting in person and via Zoom on April 28, 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, Frank Johns, and Frank McNulty

A quorum was declared.

Staff present:

Sam Calkins

Austin Long

Ryan Edwards

Peter Bong

Kristi Robinson

Nic George

Amy Dublin (via Zoom)

Jon Klassen

Julie Tinetti

Kari Larese

Lauren Appleby

Swithin Dick

Tiffany Hooten

Rick McLoud

Stacy Smith

Others present:

Tim Flynn – Ireland Stapleton Pryor & Pascoe, PC

Juli Faller, Greg Woodward, and Martin Claus - members of the public

Rick Owens (via Zoom) – member of the public

Reaffirmation of Disclosures

- No changes

Introductory Comments

- Board Members
Board member Essmeier thanked board member McNulty for his time on the board along with her thanks to staff. Board member Light thanked board member Essmeier for welcoming her onto the board when she was a new board member.
- General Manager
General Manager Calkins updated the board about water damage in the building and on upcoming election related dates and when unofficial results will be available.
General Manager Calkins also updated the board on the Douglas County Water Commission meeting stating he has a meeting with chair Jack Hilbert next week.

Public Comments/Questions

- No public comments.

Presentations

- Legislative Updates – Julie Tinetti
Board member Johns suggests that HB25-1344, that affects special districts condemnation authority, be coordinated through the Special District Association.
- Water Supply Update – Swithin Dick
- Acquisition of Additional Storage in Chatfield Reservoir – Rick McCloud

Discussion Items

Two items were added during the meeting to include the Billing System Update and Sanitary Survey Results.

Board member McNulty expressed his concerns regarding the response times to residents regarding the new billing system.

Approval of Minutes

- Board of Directors Minutes March 31, 2025
- Study Session Minutes April 22, 2025

Board member McNulty moved that the board approve the minutes from March 31, 2025, Board of Directors Meeting, and April 22, 2025, Study Session minutes as submitted. Board member Johns seconded the motion. The vote was as follows:

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

Nays: None

The motion carried.

Approval of Business Agenda

Board member Light 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, Johns, and McNulty

Nays: None

The motion carried.

Consent Items

25-106

Adopt Resolution 25-106 with the following actions:

- Approval of an appropriation of \$150,000 from the Capital and Major Repair Fund for the District Office Building Elevator Modernization project.
- Award of a contract with Sandoval Elevator Company in the amount of \$134,696 to complete the Elevator Modernization.

25-109

Adopt Resolution 25-109 with the following action:

- Approval of an appropriation of \$445,000 for engineering services related to the design of the Wastewater Treatment Plant Headworks Improvements.
- Authorization for the General Manager to enter into a Consulting Services Agreement with Black and Veatch in an amount of \$388,290 for engineering design services for the Wastewater Treatment Plant Headworks Improvements.

25-110

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

Board member Johns moved that the board approve consent business items 25-106, 25-109 and 25-110, inclusive. Board member Light seconded the motion. The vote was as follows:

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

Nays: None

The motion carried.

General Business

- No Items

Executive Session

- No Items

Adjourn

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

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

Nays: None

The motion carried and the Board Meeting adjourned at 7:17 p.m.