



## **Board of Directors Study Session Minutes March 25, 7:30 a.m.**

62 Plaza Drive, Highlands Ranch, CO 80129  
Zoom Link: <https://us02web.zoom.us/j/97628576980>  
Telephone: 346-248-7799  
Webinar ID: 976 2857 6980

### **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	Stacy Smith
Jon Klassen	Don Gonzales
Ross James	Amy Dublin
Austin Long	Julie Tinetti

### **Others present:**

Tim Flynn – Ireland Stapleton Pryor & Pascoe, PC  
Renee Anderson – Highlands Ranch Metro District Board Chair  
Ben Krisher (via Zoom) – Member of the public

### **Introductory Comments**

- Board Members  
No comments from the board.
- General Manager  
General Manager Calkins shared that the Douglas County Water Commission is moving forward with plans for their study, and they are working on a questionnaire for water providers along with putting together a series of focus groups. Dominion Water and Sanitation District gave a presentation to the committee at their March meeting. General Manager Calkins spoke with Jack Hilbert after the meeting to express his interest in providing a presentation to the

committee and they will schedule some time to meet. The UOCAVA election ballots have been mailed with two returned already. Absentee ballots get mailed April 4<sup>th</sup>. We are working on getting our election judges finalized and will schedule training. Board members should let General Manager Calkins know if they are interested in attending the American Water Works Association annual convention in Denver. Board member McNulty recommends that General Manager Calkins attend. The new billing software is still on track to go live April 14<sup>th</sup>. The Water Treatment Plant started up a few weeks ago and is running well.

### **Presentations**

- SCADA Overview – Don Gonzales
- WTP Updates – Jon Klassen
- WWTP Updates – Austin Long

### **Discussion Items**

- No Items

### **Planning and Engineering Items**

#### **25-106 - Deferred**

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.

### **Operations**

#### **25-107 - Consent**

Adopt Resolution 25-107 with the following actions:

- Approval of an appropriation in the amount of \$200,000 from the Major Repair Fund.
- Authorize the General Manager to enter into a Contract Purchase Order with Lillard and Clark in an amount not to exceed \$200,000 for the purchase and installation of new isolation valves for South Platte Pump Station.

### **Finance and Administration Items**

- No items

### **Water Resources and Conservation**

- No Items

**Routine Approvals**

**25-108 - Consent**

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

**Adjourn**