

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: January 12, 2024 at 6:00 pm
Fleming's Restaurant, 191 Inverness Drive West
Englewood, CO 80112

ATTENDEES

Directors present:

Joel Christensen, Brett Stone and Bill Woodward.

Others present:

Luis Tovar, Laurie Tatlock, Clay Boelz with Mulhern MRE, Inc.; Erin Smith with Maynes Bradford Shipp & Sheftel, LLP, and guests; John Tatlock, Pam Stone, Al and Debbie Colussy, Rick Poppe, Jana Edwards, Pat and Peg Mulhern, Edie Boelz, and Warren Park

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

INVERNESS DINNER

There were no Board actions.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, February 1, 2024, at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: February 1, 2024 at 3:00pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Charles Davis, Brett Stone, and Tom Morton. Upon motion duly made, seconded upon vote, unanimously carried, Bill Woodward's absence was excused.

Others present in person:

Luis Tovar, Laurie Tatlock, Genevieve Love, Enika Stasko and Becca Haines with Mulhern MRE, Inc.; Erin Smith with Maynes, Bradford, Shipps, & Sheftel, LLP

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Luis Tovar recommended including an item to discuss the 2022 Final Audit after the consent agenda and remove the Executive Session. Upon motion duly made, seconded and upon vote, the revised agenda was approved.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the December 19, 2023 and January 12, 2024 meetings, investments in bank accounts dated December 31, 2023, disbursements from December 2, 2023 through January 23, 2024, and acceptance of the financial statements through December 2023.

Genevieve Love reviewed the investments, disbursements and financial statements with the Board. Check number 35504 in the amount of \$513,447.00 was removed.

Following Board discussion and upon motion duly made by Director Davis, seconded by Director Stone and upon vote, the Board unanimously approved the consent agenda, ratified the investments and disbursements, and accepted the financial statements.

2022 AUDIT FINAL DRAFT

Genevieve Love reviewed the 2022 Final Audit with the Board and addressed Board questions. Following Board discussion and upon motion made by Director Morton, seconded by Director Stone, and upon vote, the Board unanimously accepted the audit in draft form, and directed Staff to clarify items before filing.

2024 ACWWA RATES

Luis Tovar reviewed the 2024 ACWWA (Arapahoe County Water and Wastewater Authority) Rates with the Board.

SEMSWA'S CHANNELS AND STORM SYSTEM MAINTENANCE IMPROVEMENTS

Luis Tovar updated the Board on SEMSWA's (Southeast Metro Stormwater Authority) channels and storm system maintenance improvement and addressed Board questions.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, April 4, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: April 4, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Charles Davis, Brett Stone, Bill Woodward and Tom Morton.

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, Clay Boelz and Becca Haines with Mulhern MRE, Inc.; Alicia Garcia with Maynes, Bradford, Shipps, & Sheftel, LLP

Public present: Woody Beardsley

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There was no public comment.

AGENDA

The Board reviewed the agenda. Clay Boelz indicated there was an error on the agenda and to update the wording on the agenda to accept the March financial statements instead of April. Upon motion duly made, seconded and upon vote, the updated agenda was approved.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the February 1, 2024 meeting, the investments and bank accounts as of February 29, 2024, the disbursements from January 24, 2024 through March 27, 2024, and acceptance of financial statements through February 29, 2024.

Clay Boelz noted that he was not at the February 1, 2024 meeting but is mentioned as having attended in the minutes. Following Board discussion and upon motion duly made by Director Morton, seconded by Director Stone and upon vote, the minutes from the February 1, 2024 meeting was approved pending the deletion of Clay Boelz from the attendees and the March 27, 2024 minutes were approved as presented.

Luis Tovar reviewed the investments and disbursements and financial statements with the Board.

Enika Stasko reviewed the financial statements with the Board.

Following Board discussion and upon motion duly made by Director Woodward, seconded by Director Stone and upon vote, the Board unanimously approved the consent agenda and ratified the investments and disbursements.

Following Board discussion and upon motion duly made by Director Morton, seconded by Director Stone and upon vote, the Board accepted the financial statements for the period ending February 29, 2024.

PROPOSED ACWWA 2024 WASTEWATER TREATMENT RATE

Luis Tovar updated the Board on the proposed ACCWA 2024 Wastewater Treatment Rate and addressed Board questions.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board.

APPROVE/RATIFY CONTRACTS

Luis presented the contract items below for consideration;

- i. Sewer & Water Model – MMRE – \$18,700

Upon motion duly made by Director Morton, seconded by Director Stone, and upon vote the Board unanimously approved expenditure of \$18,700 for Mulhern MRE, Inc. to complete an update to the District's Water and Sewer Model.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, June 6, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: May 23, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen and Charles Davis attended in person, Tom Morton and Brett Stone attended via an electronic device.

Upon vote duly made, seconded and upon vote unanimously carried, Director Bill Woodward's absence was excused.

Others present:

Laurie Tatlock, Luis Tovar, and Becca Haines, Mulhern MRE, Inc. attended in person; Alicia Garcia with Maynes, Bradford, Shipps, & Sheftel, LLP attended via an electronic device.

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, the agenda was approved as presented.

**PUBLIC HEARING ON 2024 FEES, RATES AND CHARGES FOR WATER AND
WASTEWATER SERVICE**

Upon motion duly made by Director Davis, seconded by Director Christensen and upon vote, the Board opened a Public Hearing to consider 2024 fees, rates and charges for water and wastewater service. There were no members of the public present.

Luis Tovar reviewed with the Board the proposed 2024 water and sewer rates. Upon motion duly made by Director Davis, seconded by Director Christensen and upon vote the Board unanimously approved the Resolution Adopting the 2024 rates.

Upon motion duly made, seconded and upon vote, the Board unanimously closed the Public Hearing.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, June 6, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: June 6, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Charles Davis, Brett Stone, Bill Woodward. Upon motion duly made, seconded upon vote, unanimously carried, Tom Morton's absence was excused.

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, Clay Boelz and Becca Haines with Mulhern MRE, Inc.; Erin Smith with Maynes, Bradford, Shipps, & Sheftel, LLP

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, the agenda was approved as presented.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the April 4, 2024 and May 23, 2024 meetings, the investments and bank accounts as of April 30, 2024, the disbursements from March 28, 2024 through May 23, 2024, and acceptance of financial statements through April 30, 2024.

Staff noted that Woody Beardsley attended the April 4, 2024 meeting. Staff also noted that the language regarding the Public Hearing on 2024 Rates needed clarification on the minutes from the May 23, 2024 meeting. Following Board discussion and upon motion duly made by Director Davis, seconded by Director Woodward and upon vote, the revised minutes from the April 4, 2024 and May 23, 2024 meetings were approved.

Luis Tovar and Enika Stasko reviewed the investments, disbursements and financial statements and financial statements with the Board and addressed Board questions.

Following Board discussion and upon motion duly made by Director Woodward, seconded by Director Davis and upon vote, the Board unanimously approved the

consent agenda, ratified the investments and disbursements, and accepted the financial statements.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board.

APPROVE/RATIFY CONTRACTS

Luis presented the contract item below for consideration;

- Vulnerability Assessment – Campos Consulting – \$21,200

Upon motion duly made by Director Christensen, seconded by Director Woodward, and upon vote the Board unanimously approved the contract item.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, August 1, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: July 25, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Charles Davis, Brett Stone, Bill Woodward and Tom Morton

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, Clay Boelz and Becca Haines with Mulhern MRE, Inc.; Alicia Garcia with Maynes, Bradford, Shipps, & Sheftel, LLP

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Staff noted that the agenda should read May 2024 Financial Statements instead of June under item III-3, Accepting the Financial Statements. Upon motion duly made, seconded and upon vote, the revised agenda was approved.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the June 6, 2024 meeting, the investments and bank accounts as of May 31, 2024, the disbursements from May 24, 2024 through July 17, 2024, and acceptance of financial statements through May 31, 2024.

Staff also noted that the minutes from the June 6, 2024 meeting needed minor changes for clarity. Following Board discussion and upon motion duly made by Director Woodward, seconded by Director Davis and upon vote, the minutes from the June 6, 2024 meeting were approved subject to revision.

Luis Tovar and Enika Stasko reviewed the investments, disbursements and financial statements and financial statements with the Board and addressed Board questions.

Following Board discussion and upon motion duly made by Director Stone, seconded by Director Morton and upon vote, the Board unanimously approved the consent agenda, ratified the investments and disbursements, and accepted the financial statements.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board and addressed Board questions.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, October 3, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: October 3, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Brett Stone, and Bill Woodward. Upon motion duly made, seconded upon vote, unanimously carried, Charles Davis' and Tom Morton's absences were excused.

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, and Becca Haines with Mulhern MRE, Inc.; Alicia Garcia with Maynes, Bradford, Shipps, & Sheftel, LLP

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Staff noted the Draft Budget year needed to be changed from 2024 to 2025. Upon motion duly made, seconded and upon vote, the revised agenda was approved.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the July 25, 2024 meeting, the investments and bank accounts as of August 31, 2024, the disbursements from July 18, 2024 through September 19, 2024, and acceptance of financial statements through August 31, 2024.

Upon motion duly made by Director Woodward, seconded by Director Stone and upon vote, the minutes from the July 25, 2024 meeting were approved.

Luis Tovar and Enika Stasko reviewed the investments, disbursements and financial statements and financial statements with the Board and addressed Board questions.

Following Board discussion and upon motion duly made by Director Stone, seconded by Director Woodward and upon vote, the Board unanimously approved the consent agenda, ratified the investments and disbursements, and accepted the financial statements.

2023 AUDIT REPORT

Luis Tovar and Enika Stasko reviewed the 2023 Audit Report with the Board and addressed Board questions.

Following Board discussion and upon motion duly made by Director Woodward, seconded by Director Christensen and upon vote, the Board unanimously accepted the 2023 Audit Report.

2025 DRAFT BUDGET

Luis Tovar and Enika Stasko reviewed the 2025 Draft Budget with the Board and addressed Board questions.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board and addressed Board questions.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, December 5, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: October 14, 2024 at 11:30 am
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Brett Stone, Tom Morton and Bill Woodward.

Upon motion duly made, seconded and upon vote, unanimously carried, Charles Davis' absence was excused.

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, Clay Boelz and Becca Haines with Mulhern MRE, Inc.

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded and upon vote, the agenda was approved as presented.

DISTRICT FINANCING PLAN

Luis Tovar and reviewed the District Financing Plan with The Board.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, December 5, 2024 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary

RECORD OF PROCEEDINGS

**MINUTES OF THE BOARD OF DIRECTORS OF
THE INVERNESS WATER AND SANITATION DISTRICT**

HELD: December 5, 2024 at 3:00 pm
58 Inverness Drive East, Suite 100
Englewood, CO 80112

ATTENDEES

Directors present in person:

Joel Christensen, Brett Stone, Charles Davis, and Bill Woodward.

Upon motion duly made and seconded and upon unanimous vote, Tom Morton's absence was excused.

Others present in person:

Luis Tovar, Laurie Tatlock, Enika Stasko, and Becca Haines with Mulhern MRE, Inc.; Alicia Garcia with Maynes, Bradford, Shipps, & Sheftel, LLP

**CONFLICT OF
INTEREST**

Upon motion duly made, seconded and upon vote, unanimously carried, the statements for the Directors, filed with the State of Colorado, Division of Local Governments were ratified.

PUBLIC COMMENT

There were no members of the public present.

AGENDA

The Board reviewed the agenda. Alicia Garcia noted that the year for the Mill Levy Resolution is listed as 2024 on the agenda; this will be changed to 2025. Luis Tovar also recommended approving the financial statements with the 2025 Budget discussion. Upon motion duly made by Director Woodward, seconded by Director Stone and upon unanimous vote, the revised agenda was approved.

CONSENT AGENDA

The Board considered the Consent Agenda. The Consent Agenda included approval of the minutes from the October 3, 2024 and October 14, 2024 meetings, the investments and bank accounts as of October 31, 2024, the disbursements from September 20, 2024 through November 25, 2024, and acceptance of financial statements through October 31, 2024.

Upon motion duly made by Director Woodward, seconded by Director Davis and upon vote, the minutes from the October 3, 2024 and October 14, 2024 meetings were approved.

Luis Tovar and Enika Stasko reviewed the investments and disbursements with the Board and addressed Board questions.

Laurie Tatlock reviewed the 2025 Meeting Dates with the Board.

Following Board discussion and upon motion duly made by Director Davis, seconded by Director Woodward and upon vote, the Board unanimously approved

the consent agenda, ratified the investments and disbursements, accepted the Meeting Dates for 2025, and approved the Election Resolution.

PUBLIC HEARING ON 2025 BUDGET

Director Christensen opened a public hearing for discussion of the 2025 Budget at 3:26pm. There was no public present.

Luis Tovar reviewed the 2025 Budget with the Board and addressed Board questions.

The Board closed the public hearing at 3:56pm.

Following Board discussion and upon motion duly made by Director Christensen, seconded by Director Stone and upon vote, the Board unanimously adopted the 2025 Budget, adopted the 2025 Mill Levy Resolution and approved the financial statements.

PUBLIC HEARING ON 2025 RATES AND FEES

Director Christensen opened a public hearing for discussion of the 2025 Rates and Fees at 3:57pm. There was no public present.

Luis Tovar and reviewed the 2025 Rates and Fees with the Board and addressed Board questions.

The Board closed the public hearing at 3:58pm.

Following Board discussion and upon motion duly made by Director Woodward, seconded by Director Christensen and upon vote, the Board unanimously adopted the 2025 Rates and Fees.

CONSIDER BOK LOAN PROPOSAL

Luis Tovar discussed the BOK Loan Proposal with the Board.

Following Board discussion and upon motion duly made by Director Christensen, seconded by Charlie Davis, the Board voted to accept the BOK Loan proposal and enter into negotiations with BOK subject to Staff reviewing the terms of the loan with legal counsel and subject to legal counsel preparing any necessary documentation regarding tax exempt status.

PROJECT UPDATES

Luis Tovar reviewed the project updates with the Board and addressed Board questions.

APPROVE/RATIFY CONTRACTS

Luis Tovar reviewed the 2025 contracts with the Board.

- i. 2025 Annual Landscape Contract – Inverness Landscape, LLC
- ii. 2025 On-Call Emergency Repairs – C&L Water Solutions
- iii. 2025 District’s Facilities HVAC Services – ISG
- iv. 2025 General District Management Services – MMRE
- v. 2025 General District Accounting & Customer Services – MMRE
- vi. 2025 District Management Oversight – MMRE

Upon motion duly made by Director Christensen, seconded by Director Davis, and upon vote the Board unanimously approved the Inverness Landscape contract item i for Inverness Landscaping. Director Woodward recused himself from the vote.

Upon motion duly made by Director Davis, seconded by Director Stone, and upon vote the Board unanimously approved the contract items i-vi.

ADJOURNMENT

There being no further business to come before the Board and upon motion duly made, seconded and unanimously carried, the meeting was adjourned. The next regular meeting is scheduled for Thursday, February 6, 2025 at 3:00 p.m. at the District office location at 58 Inverness Drive East, Suite 100, Englewood, CO.

READ AND APPROVED BY THE BOARD:

Date: _____

Charles Davis, Secretary