

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE INDIAN HILLS WATER DISTRICT HELD NOVEMBER 21, 2024

A Special Meeting of the Board of Directors (referred to hereafter as the “Board”) of the Indian Hills Water District (referred to hereafter as the “District”) was convened on Thursday, the 21st day of November, 2024, at 6:30 p.m. The District Board meeting was held, and properly noticed to be held, via Zoom. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Samantha Kepley
Mike Cunningham
Tony Pesce
Scott Ryplewski

Also In Attendance Were:

Diana Garcia and David Solin; Special District Management Services, Inc. (“SDMS”)

Kristin Waters, Former General Manager

ADMINISTRATIVE MATTERS

Confirm Quorum and Present Disclosures of Potential Conflicts of Interest:

The Board called the meeting to order, noted a quorum was present and discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with Statute.

Agenda/Director Absence: The Board reviewed the Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Cunningham, and seconded by Director Ryplewski, upon vote, unanimously carried, the Board approved the Agenda, as amended, and the absence of Director Mosby was excused.

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Resolution No. 2024-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:

Ms. Garcia discussed with the Board, Resolution No. 2024-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

The Board determined that Regular Meetings for 2025 will be scheduled for January 16, 2025, March 20, 2025, May 15, 2025, July 17, 2025, September 18, 2025, November 20, 2025, all beginning at 6:30 p.m., via Zoom video/teleconference.

Following discussion, upon motion duly made by Director Ryplewski, seconded by Director Cunningham and, upon vote unanimously carried, the Board adopted Resolution No. 2024-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

§32-1-809, C.R.S. Requirements and Direct Staff Regarding Compliance for 2024: The Board discussed §32-1-809, C.R.S. and directed staff to post the Transparency Notice on the SDA website and the District website.

Meeting Minutes: The Board reviewed the Minutes from the October 17, 2024 Regular Meeting.

Following discussion, upon motion duly made by Director Ryplewski, and seconded by Director Cunningham, upon vote, unanimously carried, the Board approved the Minutes from the October 17, 2024 Regular Meeting.

District's Insurance and Special District Association Membership: The Board discussed the renewal of the District's Insurance and Special District Association ("SDA") membership for 2025.

Following discussion, upon motion duly made by Director Cunningham, and seconded by Director Kepley, upon vote, unanimously carried, the Board approved the renewal of the SDA membership for 2025.

**PUBLIC
COMMENT**

There was no public comment.

**FINANCIAL
MATTERS**

Claims: The Board reviewed the payment of claims.

Following discussion, upon motion duly made by Director Cunningham, and seconded by Director Pesce, upon vote, unanimously carried, the Board approved and/or ratified approval of the payment of claims, as appropriate.

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Cash Balance Status Report: The Board reviewed the Cash Balance Status Report.

Following discussion, upon motion duly made by Director Cunningham, and seconded by Director Ryplewski, upon vote, unanimously carried, the Board approved the Cash Balance Status Report.

Preparation of 2024 Audit: Following discussion, upon motion duly made by Director Cunningham, seconded by Director Kepley and, upon vote, unanimously carried, the Board approved the engagement of the District's Auditor to prepare the 2024 Audit, for an amount not to exceed \$500.00 above the cost of the 2023 Audit, and elected Director Cunningham as the Audit Committee.

Public Hearing on Amendment to 2024 Budget: The President opened the public hearing to consider an amendment to the 2024 Budget.

It was noted that publication of Notice stating that the Board would consider an amendment of the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Following discussion, it was determined that an amendment was not needed.

2025 Budget Hearing: The President opened the public hearing to consider the proposed 2025 Budget and to discuss related issues.

It was noted that publication of a Notice stating that the Board would consider adoption of the Budget and the date, time and place of the Public Hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this Public Hearing.

No public comments were received and the Public Hearing was closed.

Ms. Garcia reviewed the estimated 2024 expenditures and the proposed 2025 expenditures with the Board.

Following discussion, the Board considered the adoption of Resolution No. 2024-11-02; Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution No. 2024-11-03; Resolution to Set Mill Levies (for the General Fund at 16.071 mills, and the Refund and Abatement at 0.000 mills, for a total mill levy of 16.071 mills). Upon motion duly made by Director Cunningham, seconded by Director Ryplewski and, upon vote, unanimously carried, the Board adopted the Resolutions, as discussed; authorized the execution of the Certification of Budget

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and Certification of Mill Levies, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2024; authorized Ms. Garcia to transmit the Certification of Mill Levy to the Board of County Commissioners of Arapahoe County and the Division of Local Government, not later than December 15, 2024; and authorized Ms. Garcia to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2025.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

Following discussion, upon motion duly made by Director Cunningham seconded by Director Ryplewski and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

2026 Budget Preparation: The Board entered into discussion regarding appointing the District Accountant to prepare the 2026 Budget and setting the date for the Public Hearing to adopt the 2026 Budget.

Following discussion, upon motion duly made by Director Cunningham, seconded by Director Ryplewski and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2026 Budget and set the date for the Public Hearing to adopt the 2026 Budget for November 20, 2025 at 6:30 p.m. via Zoom.

2025 Rates and Fee Increase: The Board discussed the 2025 Rates and Fees to be increased effective February 1, 2025.

LEGAL MATTERS

Resolution No. 2024-11-04; Resolution Calling May 6, 2025 Regular Election: The Board discussed Resolution No. 2024-11-04; Resolution Calling a Regular Election for Directors May 6, 2025, appointing the Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

Following discussion, upon motion duly made by Director Ryplewski, seconded by Director Pesce and, upon vote, unanimously carried, the Board adopted Resolution No. 2024-11-04; Resolution Calling a Regular Election for Directors May 6, 2025, appointing Diana Garcia as the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

OPERATIONS REPORT

Storage Tank Levels: The Board discussed the Storage Tank Levels. It was noted that the tank levels were as follows: Zone 1- 17.51ft, Zone 2-12.69ft, Zone 3-21.59ft.

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Nitrate/NO3 Level: The Board discussed the Nitrate/NO3 level. It was noted that the level is as follows: 8.36 mg/l.

Status Report/Project Priority List: The Board discussed the Status Report/Project Priority List.

Nitrate Removal Project Status: The Board discussed the Nitrate Removal Project Status. It was noted that there is a delay with IXOM and as a result delivery has been rescheduled for January 2025.

GIS Project: The Board discussed the GIS Project. It was noted that new software and new devices will be deployed to each location for relocation.

Compressor Project: The Board discussed the Compressor Project. It was noted that they were unable to schedule with Eaton Sales & Service; and have not received a response. The Board along with the ORC will explore alternative options.

Zone 3 Booster Heater Project: The Board discussed the Zone 3 Booster Heater Project. It was noted that a request for a proposal from Fred Bramlet has been requested.

Generator Project: The Board discussed the Generator Project. It was noted that Altitude Electric LLC is working on the generators to ensure they are ready to operate.

2/3 Booster PRV Upgrade: The Board discussed the 2/3 Booster PRV Upgrade. It was noted that the ORC is working to schedule.

#3 Booster: The Board discussed the #3 Booster. Ms. Garcia will work with ORC to schedule with Sky Country Pump Co, Inc.

Water Hauling: The Board discussed Water Hauling. It was noted that there was no water hauling in November.

Water Audit: The Board discussed the need to perform monthly Water Audits. It was noted that once all equipment is running, audits can be completed.

Water Vending Updated: The Board discussed the Water Vending update. It was noted that it should be cleaned/maintained every week.

Workshop Cleanup: The Board discussed the Workshop Cleanup.

Propane Tank Zone 2 Booster: The Board discussed the Propane Tank Zone 2 Booster.

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Phase I Conservation: The Board discussed Phase I Conservation. It was noted Phase I Conservation has been in effect since November 12, 2024.

BOARD ITEMS

January Leak: The Board discussed the January leak. It was noted that payments have been received.

Status of PFAS Settlement: The Board discussed the status of PFAS Settlement and estimated costs of installing PFAS treatments systems at both treatment plants.

Status of Jefferson County Culvert Project: The Board discussed the status of the Jefferson County Culvert Project increase to cover incurred expenses. It was noted that an executed copy of the Agreement has not been received.

Water Tap Applications for 24255 Navajo Road: There were no updates at this time.

Aqua Engineering ("AQUA") Scope of Services and Fee Estimate for Master Plan: The Board discussed the AQUA Scope of Services and Fee Estimate for the Master Plan. After discussion, the Board decided to defer proceeding with the Master Plan at this time.

December 19, 2024 Regular Meeting: The Board discussed cancelling December 19, 2024 Board meeting.

Following discussion, upon motion duly made by Director Cunningham, seconded by Director Ryplewski and, upon vote, unanimously carried, the Board cancelled the December 19, 2024 Regular meeting.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned without objection.

Respectfully submitted,

By: 
Secretary for the Meeting