

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE INDIAN HILLS WATER DISTRICT HELD OCTOBER 17, 2024

A Regular 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 17th day of October, 2024, at 6:30 p.m. The District Board meeting was held, and properly noticed to be held, in person at Grace Hills Community Church - 23338 Isoleta Rd Indian Hills, CO 80454. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Samantha Kepley
Mike Cunningham
Tony Pesce
Dave Mosby
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: The Board reviewed the Agenda for the District's Regular Meeting.

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

RECORD OF PROCEEDINGS

Meeting Minutes: The Board reviewed the Minutes from the September 19, 2024 Regular Meeting.

Following discussion, upon motion duly made by Director Cunningham, and seconded by Director Pesce, upon vote, unanimously carried, the Board approved the Minutes from the September 19, 2024 Regular Meeting.

Appointment of Diana Garcia as Assistant Secretary to the Board of Directors: The Board discussed appointing Diana Garcia as Assistant Secretary to the Board of Directors.

Following discussion, upon motion duly made by Director Mosby, and seconded by Director Pesce, upon vote, unanimously carried, the Board appointed Diana Garcia as Assistant Secretary.

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 Mosby, upon vote, unanimously carried, the Board approved and/or ratified approval of the payment of claims, as appropriate.

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 Mosby, upon vote, unanimously carried, the Board approved the Cash Balance Status Report.

Evergreen National Bank and ColoTrust accounts: The Board discussed providing access to Kaitlyn Toman, District Accountant with SDMS, to the Evergreen National Bank and ColoTrust accounts and for James Ruthven, District Accountant with SDMS, to the ColoTrust account.

Following discussion, upon motion duly made by Director Pesce, and seconded by Director Cunningham, upon vote, unanimously carried, the Board ratified approval providing access to Kaitlyn Toman, District Accountant with SDMS, to the Evergreen National Bank and ColoTrust accounts and for James Ruthven, District Accountant with SDMS, to the ColoTrust account.

RECORD OF PROCEEDINGS

2025 Draft Budget: The Board reviewed the 2025 draft Budget. No action was taken at this time. It was noted that the Budget Hearing was scheduled to be held on November 21 at 6:30 via Zoom.

LEGAL MATTERS

There were no legal matters at this time.

OPERATIONS REPORT

Storage Tank Levels: The Board discussed the Storage Tank Levels. It was noted that the tank levels had a combined total of 38% full.

Nitrate/NO3 Level: The Board discussed the Nitrate/NO3 level. It was noted that the level is as follows: 7.94 mg/l.

Status Report/Project Priority List: The Board discussed the Status Report/Project Priority List and updating the Master Plan.

Nitrate Removal Project Status: The Board discussed the Nitrate Removal Project Status. It was noted that Ixom parts are on the way and should be installed at the beginning of December.

Phase III Conservation: The Board discussed the Phase III Conservation in effect September 1, 2024. It was noted that Phase III will remain through October 31, 2024. Phase II Conservation will be in effect starting November 1, 2024 unless the Board deems it necessary to extend Phase III.

2/3 Booster Behind Fire House: The Board discussed the 2/3 Booster Behind the Fire House well. It was noted that this repair concluded October 9, 2024.

Water Hauling: The Board discussed Water Hauling. It was noted that on October 10, 2024, Foothills water delivered 8,000 gallons and on October 11, 2024, McDonald Farms delivered 18,000 gallons.

Water Audit: The Board discussed the need to perform monthly Water Audits. Ms. Garcia reported that per the ORC, once all equipment is online, the data tracking for the Audit can begin the first quarter of 2025.

Water Vending Updated: The Board discussed the Water Vending update. Ms. Waters reported that further maintenance resolved the issue. It was noted the machine function was restored and does not need to be replaced.

BOARD ITEMS

January Leak: The Board discussed the January leak. It was noted that a payment plan was set up and will be paid off by December 31, 2024.

RECORD OF PROCEEDINGS

SDMS Management Agreement Contract Administration: The Board discussed the SDMS Management Agreement.

Following discussion, upon motion duly made by Director Ryplewski, and seconded by Director Mosby, upon vote, unanimously carried, the Board ratified approval of the SDMS Management Agreement.

Green Seen Property Maintenance Agreement for Snow Removal: The Board reviewed the Green Seen Property Maintenance Agreement for Snow Removal.

Following discussion, upon motion duly made by Director Pesce, and seconded by Director Mosby, upon vote, unanimously carried, with Director Ryplewski abstaining, the Board approved the Green Seen Property Maintenance Agreement for Snow Removal.

JS Walton Company LLC Agreement for Excavation Work: The Board reviewed the JS Walton Company LLC Agreement for Excavation Work.

Following discussion, upon motion duly made by Director Mosby, and seconded by Director Cunningham, upon vote, unanimously carried, the Board approved the JS Walton Company LLC Agreement for Excavation Work.

Altitude Electric LLC Agreement for Electrical Work: The Board reviewed the Altitude Electric LLC Agreement for Electrical Work.

Following discussion, upon motion duly made by Director Ryplewski, and seconded by Director Pesce, upon vote, unanimously carried, the Board approved the Altitude Electric LLC Agreement for Electrical Work

Status of PFAS Settlement: The Board discussed the status of PFAS Settlement and estimated costs of installing PFAS treatments systems at both treatment plants. The Board request that Ms. Garcia provide additional information as it becomes available.

Status of Jefferson County Culvert Project: The Board discussed the status of the Jefferson County Culvert Project request of a \$1,500 increase to cover incurred expenses. It was noted that Ms. Waters was working with the county on getting the agreement signed.


Format and Process for Future Meetings: The Board discussed the format and process for future meetings. The Board directed Ms. Garcia that beginning with the November 21, 2024 meeting, they would like to see future meetings held bi-monthly via videoconference, and would reevaluate the schedule and method, if needed..

RECORD OF PROCEEDINGS

OTHER BUSINESS There was no other business to be conducted.

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