

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
HAVANA WATER & SANITATION DISTRICT (THE "DISTRICT")
HELD
MARCH 16, 2021

A special meeting of the Board of Directors of the Havana Water & Sanitation District (referred to hereafter as the "Board") was convened on Wednesday, March 16, 2022, at 5:00 p.m. at CliftonLarsonAllen LLP, 8390 E. Crescent Pkwy., Ste. 300, Greenwood Village, CO 80111 and virtually via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Bernard F. Gehris, President
Howard Buchalter, Secretary
Richard Keene, Vice-President
Steve Hellman, Treasurer
Mark Henning, Assistant Secretary

Also In Attendance Were:

Lisa Johnson, Shauna D'Amato, Nic Carlson & Gigi Pangindian;
CliftonLarsonAllen LLP
Anna Wool; Icenogle Seaver Pogue, P.C.
Greg Sekera; Kennedy/Jenks Consultants
Dave Mohrhaus; Member of the Public / Board Candidate

ADMINISTRATIVE MATTERS

Call to Order and Approval of Agenda: Director Gehris called the meeting to order at 5:00 p.m.

Upon a motion duly made by Director Hellman, seconded by Director Keene and, upon vote, unanimously carried, the Board approved the agenda as presented.

Confirm Quorum, Location of Meeting and Posting of Meeting Notices: A quorum was confirmed, and the Board further noted that notice providing the time, date and video conference link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the District's boundaries.

Public Comments: None.

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January 19, 2022 Regular Meeting Minutes: The Board reviewed the January 19, 2022 Regular Meeting Minutes. Upon a motion duly made by Director Hellman, seconded by Director Keene and, upon vote, unanimously carried, the Board approved the January 19, 2022 Meeting Minutes as presented.

Status of May 3, 2022 Election: Ms. Wool updated the Board stating the election will be cancelled and the following candidates will take office after the May election date:

Blake Hodges
Bernie Gehris
David Morhaus
Steve Hellman

FINANCIAL ITEMS

Prior Claims: Ms. Pangindian presented the prior claims to the Board and reported that the total is \$58,921.87. Following review, and upon a motion duly made by Director Keene, seconded by Director Hellman and, upon vote, unanimously carried, the Board approved the prior claims as presented.

Directors' Fees: Ms. Johnson reviewed the Directors' fees with the Board. Upon a motion duly made by Director Buchalter, seconded by Director Keene and, upon vote, unanimously carried, the Board approved the Directors' Fees as presented.

January 31, 2022 Unaudited Financial Statements: Ms. Pangindian presented to the Board. Upon a motion duly made by Director Buchalter, seconded by Director Hellman and, upon vote, unanimously carried, the Board accepted the January 31, 2022 Unaudited Financial Statements and Cash Position as presented.

Other: None.

ENGINEERING MATTERS

Update on Projects/Engineer Report: Mr. Sekera presented his report to the Board. The Board accepted his report.

Granite Inliner, LLC Change Order No. 3 to the 2021 Pipe Rehabilitation Contract - \$65,500: Mr. Sekera presented the Change Order to the Board. Following discussion, upon a motion duly made by Director Keene, seconded by Director Henning and, upon vote, unanimously carried, the Board approved Change Order No. 3 to the 2021 Pipe Rehabilitation Contract with Granite Inliner, LLC in the amount of \$65,500.

Pay Estimate No. 5 to the 2021 Pipe Rehabilitation contract with Granite Inliner in the amount of \$51,032.10: Mr. Sekera presented the Change Order to the Board. Following discussion, upon a motion duly made by Director

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Hellman, seconded by Director Buchalter and, upon vote, unanimously carried, the Board approved Pay Estimate No. 5 to the 2021 Pipe Rehabilitation Contract with Granite Inliner, LLC in the amount of \$51,032.10.

Review of Flow and Loadings Calculations and Impact on Future Payment to Metropolitan District: Mr. Sekera summarized the Metro Water Recovery methodology for calculating annual costs to their users with the Board.

MANAGER ITEMS

Solid Waste Disposal Business Plan Updates:

1. **Presentation of Survey Results:** Mr. Carlson presented the graph of survey results from Cherry Creek Vistas South. He noted a total of 272 responses were received and duplicate responses were eliminated based on addresses. He stated that 249 unique responses were also received, and 85% were returned via the website. Discussion of results were ensued by the Board. Following discussion, the Board then discussed the opt-in and opt-out option for residents.
2. **Next Steps:** The Board directed CLA to draft an RFP for services and include weekly collection (96 gallon can), every other week recycling, and to include an alternate bid for semi-annual large item pickup, billing residents directly, information on quality of their customer service related to missed pickups, etc. Other steps discussed were to collect references from master contract, seek how the company communicates delays or missed pickup days, include 622 homes and ask for the break out for additional homes as interest grows. It was also suggested to determine how many missed or delayed pickups were in the last year, and can service begin January of 2023.

Update on Draft Rate Study: Ms. Pangindian reviewed the Revenue Forecast Report with the Board.

Other: The Board discussed the desire to explore a change in the methodology in which the District charges sewer rates and schedule a Work Session. Ms. Johnson summarized the discussions that were held at the November meeting regarding this methodology change. The Board discussed the information and determined to table this idea for the foreseeable future.

LEGAL MATTERS

Other: None.

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OTHER BUSINESS

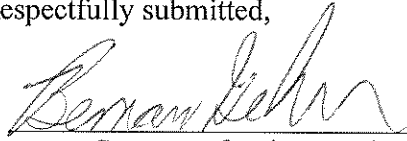
Quorum for Next Meeting – May 18, 2022 at 5:00 p.m.: It was determined that the new Board members will be seated at the May 18, 2022 meeting.

Other: Director Henning addressed the Board and commented that this will be his last office meeting, and is happy to see that the SWDS program is moving forward, and would like to see the rate study be finalized and communicated out. He stated he would also like to say that he would like to ~~see~~ the sewer rate methodology change to a methodology based on winter usage. He then thanked the Board for their support during his time serving on the Board. *ab*

ADJOURNMENT

Upon a motion duly made by Director Buchalter, seconded by Director Hellman and, upon vote, unanimously carried, the Board adjourned the meeting at 7:03 p.m.

Respectfully submitted,


Secretary for the Meeting