

**EAST CHERRY CREEK VALLEY  
WATER AND SANITATION DISTRICT**

**MINUTES OF A MEETING OF  
THE BOARD OF DIRECTORS**

A regular meeting of the Board of Directors of East Cherry Creek Valley Water & Sanitation District was held at 5:00 p.m. on Thursday, March 24, 2022 in person as well as telephonically.

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**ATTENDANCE**

**Directors in Attendance**

Martin Hill, Jr., Chairman  
E. Peter Elzi, Jr., Vice Chairman  
Monica Holland, Treasurer  
O. Karl Kasch, Secretary  
Allan H. Tenenbaum, Assistant Secretary

**Staff in Attendance**

David J. Kaunisto, District Manager  
Rick Clark, Senior Engineering Advisor  
Michelle Probasco, Project Engineer  
Scott Niebur, Operations Manager  
Lauren Florman, Customer Service Manager  
Rebecca A. Bellamy, Programs Administrator  
Diane Day, Accountant

**Others in Attendance**

Tamara Seaver, Icenogle Seaver Pogue, P.C.  
Gordon Meurer, Kennedy Jenks Consultants, Inc.  
Brian Nazareus, Nazareus Stack Wombacher, LLC  
Scott Mefford, Hydrokinetics  
Andy Cohen, Clermont Eliot, LLC  
Carrie Bartow, CliftonLarsonAllen, LLP  
Susan Opalinski, Fiscal Focus Partners

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CALL TO ORDER,  
CONFIRMATION OF  
QUORUM AND  
APPROVAL OF  
AGENDA

Upon motion by Director Holland, seconded by Director Tenenbaum...

The Board of Directors meeting was called to order, a quorum confirmed, and the agenda approved.

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CONFLICTS OF  
INTEREST

The Board acknowledged the reaffirmation of potential conflicts of interest by Directors Hill, Elzi, Kasch and Tenenbaum.

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MINUTES

**March 10, 2022**

Upon motion by Director Holland, seconded by Director Elzi, and unanimously adopted, and approved...

The minutes of the March 10, 2022 Board Meeting.

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PAYMENT OF CLAIMS

Upon motion by Director Kasch, seconded by Director Hill, and unanimously adopted, and approved...

The payables and ACH transactions dated March 24, 2022 for \$782,885.06.

Upon motion by Director Holland, seconded by Director Elzi, and unanimously adopted, and ratified...

The ACH transactions dated March 18, 2022 for \$106,272.17.

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CONSIDERATION OF  
UTILITY EASEMENT  
DEED WITH QW  
DEVELOPERS, INC. FOR  
THE COPPERLEAF  
FILING NO. 27 AND  
COPPERLEAF BLVD  
DEVELOPMENT  
PROJECTS

Upon motion by Director Elzi, seconded by Director Kasch and unanimously adopted and approved...

Utility Easement Deed with QW Developers, Inc. for the Copperleaf Filing No. 27 and Copperleaf Boulevard Development Projects, in substantial form presented with any additional changes approved by District Manager and legal counsel.

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PRESENTATION OF  
THE 2021 FINANCIAL  
AUDIT DRAFT

Upon motion by Director Kasch, seconded by Director Holland and  
unanimously adopted...

To accept the 2021 Financial Audit DRAFT, in non-substantiated form  
presented with any additional changes approved by District Manager and  
authorize the District Manager to sign the Letter of Representation.

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CONSIDERATION OF  
INFORMATION  
TECHNOLOGY MASTER  
SERVICES CONTRACT  
AND SERVICE ORDER  
NO. 1 FOR ELEMENTS  
XS ENTERPRISE FROM  
NOVOTX, LLC

Upon motion by Director Holland, seconded by Director Kasch and  
unanimously approved...

Information Technology Master Services Contract and Service Order No.  
1 for Elements XS Enterprise from Novotx, LLC, in substantial form  
presented with any additional changes approved by District Manager and  
legal counsel.

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CONSIDERATION OF  
DRILLING  
CONTRACTOR FOR  
WELL SA-1

Upon motion by Director Kasch, seconded by Director Holland and  
unanimously approved...

Award contract to authorize the District Manager to sign the contract,  
and the Notice to Proceed in substantial form, subject to review and  
approval by Kennedy Jenks and legal counsel.

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CONSIDERATION OF A  
BYPASS LICENSE  
AGREEMENT  
BETWEEN THE LOWER  
LATHAM DITCH  
COMPANY AND EAST  
CHERRY CREEK  
VALLEY WATER AND  
SANITATION DISTRICT

Upon motion by Director Hill, seconded by Director Holland and  
unanimously approved...

Bypass License Agreement between the Lower Latham Ditch Company  
and East Cherry Creek Valley Water and Sanitation District, in  
substantial form presented with any additional changes approved by  
District Manager and legal counsel.

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PAYMENT TO CITY OF  
WESTMINSTER FOR  
ALLOCATION OF  
WATER RECEIVED  
FROM WESTMINSTER  
FOR SETTLEMENT OF  
WATER COURT CASE  
NO. 18CW3090

Upon motion by Director Elzi, seconded by Director Kasch and  
unanimously approved...

Wire transfer of funds to the City of Westminster in the amount of  
\$298,283.86.

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CONSIDERATION OF  
RECLASSIFIED  
POSITION IN THE  
CUSTOMER SERVICE  
DEPARTMENT

Upon motion by Director Kasch, seconded by Director Hill and  
unanimously approved...

Reclassification of a Customer Service Field Representative position to  
Quality Assurance Analyst.

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ADJOURNMENT

There being no further business to come before the Board, Director Hill,  
adjourned the meeting at 6:01 PM.

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David J. Kaunisto  
Acting Secretary