

RECORD OF PROCEEDINGS

MINUTES OF JOINT REGULAR MEETING

BOARD OF DIRECTORS

PLATTE CANYON WATER AND SANITATION DISTRICT

AND

SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT

Friday
August 22, 2025
Jefferson County, Colorado

The joint regular monthly meeting of the Board of Directors of the Platte Canyon Water and Sanitation District (“Platte Canyon”) and the Board of Directors of the Southwest Metropolitan Water and Sanitation District (“Southwest”) convened on Friday, August 22, 2025, at 8:30 a.m. in the Districts’ office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123. The meeting could be attended virtually using Microsoft Teams so any Board member who could not physically attend, could attend by telephone or virtually.

The login and call-in information were included in the meeting notice so that interested members of the public could also attend virtually. Although jointly conducted, portions of the meeting pertained solely to one District or the other and, accordingly, at times only the vote of one Board or the other was required.

The following Platte Canyon Directors were in attendance, to-wit:

William D. Buckner
Anthony M. Dursey
Louis J. Fohn
Damien Mulvany
Mark Swatek

The following Southwest Directors were in attendance, to-wit:

Anthony M. Dursey
Ismael Gomez
Chuck Hause
Samuel Rivas, Jr.
Bernard J. Sebastian, Jr.

The following Platte Canyon staff members were physically present: Cynthia Lane,

manager; Alyssa Quinn, assistant manager; Vanessa Shipley, financial administrator; Justin Roquemore, construction program manager; and Mike Chavez, operations foreman. Bridget Butterfield, Communications and Administrative Services Coordinator; Adam Morse, GIS/website/IT technician, and Chris Cochran, construction coordinator, attended the meeting virtually via Microsoft Teams.

Also physically in attendance was Timothy J. Flynn, from Ireland Stapleton Pryor & Pascoe PC, legal counsel for both Districts.

CALL TO ORDER

The meeting was called to order by Platte Canyon President Mark Swatek, who presided as Chair.

RECOGNITION OF OUTSTANDING EMPLOYEE PERFORMANCE

The manager introduced Ben Dorak, Water and Wastewater Collection System Operator and John Mathias, also a Water Distribution and Wastewater System Operator for the purpose of recognizing and honoring their efforts in containing a fire in the backyard of a residence in the Three Ponds Subdivision. While performing routine sewer maintenance these employees noticed a burning tree in the backyard of a residence. They immediately acted to put out the fire by using the district's sewer jet cleaning equipment as a high-powered firehose. By spraying a high volume of water on the burning tree the fire was brought under control and almost extinguished by the time fire department crews arrived. The quick response of these employees averted a potential catastrophic fire in the neighborhood.

The Board thanked both men for their extraordinary efforts. It was noted that the action of these two employees serves as a model for how Platte Canyon employees can serve the public interest in ways that go beyond what is normally associated with the provision of water and wastewater service.

At the conclusion of the presentation, Ben Dorak and John Mathias left the meeting.

APPROVAL OF PLATTE CANYON AGENDA

A motion was made by Platte Canyon Director Fohn and seconded by Platte Canyon Director Buckner to approve, as presented, the Platte Canyon agenda. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

PLATTE CANYON CONSENT AGENDA ITEMS

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to approve Platte Canyon Consent Agenda Items No. 1 and No. 2, as set forth below:

1. Ratification of Interim Disbursements and Approval of Current Payables. Platte Canyon payables and supplemental disbursements for the month of August 2025, in the aggregate amount of \$286,428.21 represented by Platte Canyon check nos. 35973 thru 36007 inclusive, including any checks written for \$5,000 or less by the manager pursuant to prior Board authorization, together with various electronic fund payments for employees’ salaries, utilities and other authorized electronic fund payment vendors.

2. Platte Canyon Investment/Deposit Transaction Report. During the month of July 2025, Platte Canyon did not: (i) purchase any treasury notes or other securities; (ii) sell or have any treasury notes or other securities mature or be redeemed; or (iii) purchase, renew, or roll over any certificates of deposit.

With respect to Consent Agenda Items No. 1 and No. 2, the Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

PLATTE CANYON ACTION ITEMS

1. Approval of Technology Accessibility Plan. The Manager updated the Boards as to legislation passed in recent years which requires public entities including Platte Canyon to comply with technology accessibility standards with respect to digital information and communications technology, both inward and outward facing. House Bill 21-1110, Senate Bill 23-244 and rules recently adopted by the Governor’s Office of Information Technology established accessibility standards that must be complied with by all public entities. Recognizing that instantaneous compliance with the accessibility standards set forth in the legislation and related rules is difficult to achieve, the rules recently adopted by the Governor’s Office of Information Technology provide a number of ways in

which public entities can comply with current regulatory requirements. One of those requirements is to adopt and post on Platte Canyon’s website a Technology Accessibility Plan which set forth Platte Canyon’s intent to comply with all applicable standards and describes the procedures that Platte Canyon subjects the website to in order to achieve compliance with the standards. It also reaffirms Platte Canyon’s commitment to having all digital information that is available to the public, be accessible to everyone.

The draft plan was reviewed by the manager and legal counsel. At the conclusion of the presentation a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to adopt the Digital Accessibility Plan as presented and directing that it be posted on the Platte Canyon website. The Chair called for a vote, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

SOUTHWEST INFORMATION/ DISCUSSION ITEMS

1. **Update on Bow Mar Owners Inc Access Easement.** Legal counsel informed the Board that Bow Mar Owners Inc. (BMOI) has retained legal counsel recently. Mr. Flynn is scheduled to talk with BMOI’s legal counsel later this week. It is hoped that these discussions will result in Platte Canyon’s acquisition of the Access Easement it needs in order to properly maintain a Platte Canyon sewer manhole located at the northwest corner of the Bow Mar South Homeowners Association recreation property that is located just south of Bow Mar Lake. Legal counsel will keep both the District’s manager and President updated as to the status of his conversations with BOMI’s legal counsel.

2. **Customer Concerns regarding Asbestos Cement Water Pipe.** The Manager provided the Board with a copy of an email from a Platte Canyon resident concerned about perceived health risks associated with asbestos cement pipe. During the discussion that manager noted that asbestos cement pipe has been in use by water utilities such as Platte Canyon for a number of years and is permitted by both the EPA and the Colorado Department of Public Health and Environment. There are no known health hazards associated with asbestos cement pipe as long as the pipes remain underground.

Platte Canyon staff will respond to the customer’s concern by directing the customer to both the Colorado Department of Public Health and Environment and to the EPA.

PLATTE CANYON NEW BUSINESS

There was no new business to come before the Platte Canyon Board.

JOINT PARTICIPATION OF THE MEETING

Platte Canyon’s President, Mark Swatek, continued to Chair the joint participation portion of the meeting.

APPROVAL OF JOINT MEETING AGENDA

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Platte Canyon Director Buckner to approve the joint meeting agenda, as presented. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

JOINT MEETING CONSENT AGENDA

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Dursey to approve the minutes of the Boards’ July 25, 2025, joint regular meeting, as written. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

The Chair then called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

The approved minutes will be presented to the members of each Board for signature as soon as practical as further evidence of ratification, confirmation, and approval.

JOINT MEETING ACTION ITEMS

1. Financial Matters.

(a) **Platte Canyon Financial Statements.** Vanessa Shipley reviewed a Schedule of Revenues and Expenditures – Budget and Actual for Platte Canyon for the seven-month period ending July 31, 2025. Following Vanessa Shipley's review a motion was made by Platte Canyon Director Fohn and seconded by Platte Canyon Director Buckner to accept the Schedule of Revenues and Expenditures - Budget and Actual, as presented.

The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

(b) **Southwest Financial Statements.** Vanessa Shipley reviewed with the Board a Schedule of Revenues and Expenditures – Budget and Actual for Southwest for the seven-month period ending July 31, 2025. At the conclusion of her review a motion was made by Southwest Director Sebastian and seconded by Southwest Director Rivas to accept the Schedules of Revenues and Expenditures - Budget and Actual for Southwest for the seven-month period ending July 31, 2025.

The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

(c) **Platte Canyon Investment/Deposit Report.** The Boards reviewed a list of Platte Canyon’s investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a report showing the funds

Platte Canyon has in approved state depositories and authorized local government investment pools. As of July 31, 2025, Platte Canyon's investments and deposits totaled \$13,860,267.50, itemized as follows:

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$201,695.17	1.46%
Certificates of Deposit	\$250,000.00	1.80%
Colo Trust-Edge	\$869,291.82	6.27%
Colo Trust-Plus	\$5,449,836.82	39.32%
ColoTrust-Trust Account	\$544,077.24	3.93%
CSAFE-Core	\$4,036,177.14	29.12%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$1,008,512.08	7.28%
U.S. Government Agencies and Instrumentalities	\$1,500,677.32	10.83%
TOTAL	\$13,860,267.59	100.00%

The average yield on Platte Canyon’s investments for the month of July 2025, as calculated by staff, was 3.7337% per annum.

Following a brief discussion, a motion was made by Platte Canyon Director Buckner and seconded by Platte Canyon Director Fohn to accept the Platte Canyon Investment/Deposit Transaction Report.

The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

(d) Southwest Investment/Deposit Report. The Boards reviewed a list of Southwest’s investments in U.S. Government treasury notes, agency securities, certificates of deposit, and money market funds, together with a report showing the funds Southwest has in approved state depositories and authorized investment pools. As of July 31, 2025, Southwest investments and deposits totaled \$27,622,977.00, itemized as follows:

<u>Description</u>	<u>Amount</u>	<u>Percentage</u>
Checking	\$15,335.34	0.06%
Certificates of Deposit	\$249,000	0.90%
ColoTrust-Edge	\$950,753.71	3.44%
ColoTrust-Plus	\$3,535,419.90	12.80%
ColoTrust-Trust Account	\$1,631,968.07	5.91%
CSAFE-Core	\$2,771,210.44	10.03%
Treasury Bills	\$0.00	0.00%
Treasury Notes	\$9,482,046.94	34.33%
U.S. Government Agencies and Instrumentalities	\$8,987,242.60	32.54%
TOTAL	\$27,622,977.00	100.00%

The average yield on Southwest’s investments for the month of July 2025, as calculated by staff, was 3.0242% per annum.

Following Vanessa Shipley’s review of the Southwest investment/deposit report, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Rivas to accept the Southwest Investment and Deposit Report as presented.

The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

INFORMATION/DISCUSSION ITEMS

1. **Manager’s Report.** The manager reviewed her written manager’s report for the month of August, 2025, a copy of which was included in the meeting packet. In addition to responding to questions, the manager discussed the following matters:

(a) **District Goals – Sewer Evaluation Project for Scheduling Capital Projects.** The manager reported that a software programing issue is preventing the District’s sewer evaluation software from correctly analyzing the condition of the District’s sanitary sewer system. The software developers are working to have the matter resolved hopefully within the next couple of weeks. It is anticipated that as soon as the software functions property, Platte Canyon’s staff will be in the position to identify sewer main projects for both Districts for calendar year 2026 and beyond. If everything goes according to plan staff’s recommendation regarding 2026 sewer main projects will be presented at the September joint meeting.

(b) **Denver Water Rate Increase for 2026.** The manager reported that Denver Water Board staff is recommending that the Board of Water Commissioners adopt rate increases effective January 1, 2026 designed to increase Denver Water's overall revenue for calendar year 2026 by 5.5%. The manager will keep both Boards updated as to these planned rates as more information becomes available.

(c) **Health Insurance Cost.** Preliminary information received from Platte Canyon's health insurance carrier indicates that Platte Canyon's premiums will increase by 17% for calendar year 2026. As a result the manager has been actively evaluating alternative plans to see if the price impact can be mitigated without adversely affecting employees coverage or the cost. Staff would like to remain with CEBT, the Colorado Employer Benefit Trust, which has been the most effective entity for providing health insurance coverage to public employees for a number of years.

The manager will present more detailed information to the Platte Canyon Board with respect to 2026 health insurance cost at the September meeting.

2. **Operations and Maintenance Summary Report.** Mike Chavez presented the Operations and Maintenance Summary Report for the month of July 2025. During the month, neither Platte Canyon nor Southwest had any water service or sewer service interruptions. Mr. Chavez further reported on activities at Platte Canyon's Scott J. Morris Water Pump Station and Southwest's Hogback Water Pump Station. Mr. Chavez also reviewed the progress that Platte Canyon employees have made in passing various water and sewer operator certification tests.

Location of underground utilities for the month were generally in line with locate requests received in prior months.

3. **Construction Projects Report.** Justin Roquemore, construction program manager, reviewed Southwest's capital construction projects that are ongoing. He also provided an overview of Platte Canyon's construction progress reports that are ongoing. With respect to each District project he provided specific details and identified the status of the project in addition to answering questions from both Boards.

NEW BUSINESS

There was no new business to come before the joint participation portion of the meeting.

SOUTHWEST PORTION OF THE JOINT MEETING

CALL TO ORDER

Southwest President Chuck Hause, called the Southwest portion of the meeting to order and acted as Chair.

APPROVAL OF SOUTHWEST AGENDA

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Rivas to approve, as presented, the Southwest agenda. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

SOUTHWEST CONSENT AGENDA ITEMS

Following a brief discussion, a motion was made by Southwest Director Sebastian and seconded by Southwest Director Rivas to approve Southwest Consent Agenda Items No. 1 and No. 2, as set forth below:

1. Ratification of Interim Disbursements and Approval of Current Payables. Southwest payables and supplemental disbursements for the month of August, 2025 in the aggregate amount of \$539,656.35 represented by Southwest check numbers 21657 through 21680, including any checks written for \$5000 or less by the manager pursuant to prior Board authorization, together with various electronic fund payments for utilities and other authorized electronic fund payment vendors.

2. Southwest Investment/Deposit Transaction Report. Southwest in the month of July 2025, Southwest did not (i) purchase any treasury notes or other securities: (ii) sell or have any treasury notes or other securities mature or be redeemed: or (iii) purchase, renew, or rollover any certificates of deposit.

With respect to consent agenda items No. 1 and No. 2, the Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

SOUTHWEST ACTION ITEMS

1. Approval of Technology Accessibility Plan. The manager reviewed a draft Digital Technology Accessibility Plan for Southwest noting that the reasons for the plan are

exactly the same as described earlier in the meeting with respect to the Platte Canyon Technology Accessibility plan. The manager further noted that Southwest’s Digital Accessibility Plan mirrors the plan previously adopted by Platte Canyon.

At the conclusion of the discussion a motion was made by Southwest Director Sebastian and seconded by Southwest Director Rivas to adopt the Southwest Digital Accessibility Plan as presented. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

2. Issuance of Notice of Award for D-Line Interceptor Upsizing Construction Project. The manager reviewed in detail the bids received for Southwest’s D-Line Interceptor Project. The manager also reviewed with the Board the engineering recommendation and analysis of the bids prepared by Merrick Engineering. This is a complicated project and involves paralleling another Southwest interceptor line that is not only close to the South Platte River but located within crucial areas of the City of Littleton’s and South Suburban’s South Platte park open space area. Significant efforts and expertise needs to be exercised in order to avoid any type of sanitary sewer spill during the project.

This project is on a very tight timeline in order to deliver capacity for the residential and commercial construction in the area. Construction activities will be closed to pedestrians who utilize the South Santa Fe Park and that a bypass pumping operation will be in effect while the Project is under construction.

After considering the bids and the qualifications of the contractors Merrick Engineering determined that the most responsive and responsible low bidder was Fiore & Sons Construction whose bid was \$1,618,415.93.

Following the manager’s presentation and based upon the engineer’s recommendation a motion was made by Southwest Director Rivas and seconded by Southwest Director Dursey to issue a Notice of Award to Fiore & Sons and to authorize execution of a construction contract for the project once all contact documents have been assembled and are ready for execution. The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

3. **Continuation of Construction Project Manager’s Report.** Justin Roquemore, construction manager, continued his report that he started earlier in the meeting. This time he focused on the various developer projects that are currently ongoing in the South Santa Fe Park area, especially those that are being constructed by Evergreen Development and Toll Brothers. He went through each project individually and provided the Boards with a status report including the number of taps that each development is anticipated to require.

SOUTHWEST NEW BUSINESS

There was no new business to come before the Southwest Board.

ADJOURNMENT

There being no further business to come before this joint regular meeting of the Platte Canyon and Southwest Boards, a motion to adjourn was made by Platte Canyon Director Fohn and seconded by Southwest Director Rivas to adjourn. The Chair called for a vote of the Platte Canyon Board, and the vote was as follows:

William D. Buckner	Aye
Anthony M. Dursey	Aye
Louis J. Fohn	Aye
Damien Mulvany	Aye
Mark Swatek	Aye

The Chair called for a vote of the Southwest Board, and the vote was as follows:

Anthony M. Dursey	Aye
Ismael Gomez	Aye
Chuck Hause	Aye
Samuel Rivas, Jr.	Aye
Bernard J. Sebastian, Jr.	Aye

Whereupon, this joint regular meeting of the Platte Canyon and Southwest Boards of Directors adjourned at approximately 10:00 a.m. The next regular joint meeting of the

Boards will be held on Friday, September 26, 2025, at 8:30 a.m. in the Platte Canyon and Southwest office located at 8739 West Coal Mine Avenue, Littleton, Colorado 80123.

Respectfully submitted,

Timothy J. Flynn, Recording Secretary

RECORD OF PROCEEDINGS

THE MINUTES OF THIS JOINT REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHWEST METROPOLITAN WATER AND SANITATION DISTRICT AND THE BOARD OF DIRECTORS OF THE PLATTE CANYON WATER AND SANITATION DISTRICT ARE HEREBY RATIFIED, CONFIRMED AND APPROVED BY THE FOLLOWING NAMED INDIVIDUALS WHO, INDIVIDUALLY AND AS MEMBERS OF THE BOARD OF DIRECTORS OF SAID DISTRICTS, WAIVE ANY AND ALL NOTICE THAT MAY BE REQUIRED BY THE STATUTES OF THE STATE OF COLORADO PERTAINING TO THE CONVENING AND THE CONDUCTING OF THIS SPECIAL MEETING OF THE DISTRICTS' BOARDS OF DIRECTORS; AND THE UNDERSIGNED DO HEREBY CONSENT TO THE SAID MEETING BEING HELD ON THE DATE, AT THE TIME AND AT THE PLACE AS HEREINABOVE SET FORTH.

SOUTHWEST METROPOLITAN
WATER AND SANITATION DISTRICT

PLATTE CANYON WATER AND
SANITATION DISTRICT

Anthony M. Dursey

William D. Buckner

Ismael Gomez.

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