MINUTES
FOR THE BOARD OF DIRECTORS
OF THE SOUTH ADAMS COUNTY WATER AND SANITATION DISTRICT
JUNE 8, 2022
REGULAR MEETING AT 6:00 P.M.

Regular Board Meeting
A duly called Regular Meeting of the Board of Directors of the South Adams County Water and Sanitation District (the “District”) was held on June 8, 2022, at 6:00 p.m. in the District’s Aragon Boardroom at 6595 E. 70th Avenue, Commerce City, Colorado, in accordance with the applicable statutes of the State of Colorado. All Board members received the Agenda and meeting packet in advance of or at the meeting, and the non-confidential portions of those materials were incorporated by reference into the public portion of the meeting and these meeting minutes.

Board Members Present (thereby constituting a quorum):
Heidi McNeely, Ph.D., President
William Frew, Vice President
Vicki Ennis, Secretary
Becky Toczylowski, Treasurer
René Bullock, Director

SACWSD Staff/Legal Present:
Abel Moreno, District Manager
Kipp Scott, Water Systems Manager
Byron Jefferson, Administrative Services Manager
Jeff Coufal, Distribution & Collections Manager
Gary Smith, Wastewater Systems Manager
James M. Mock, General Counsel (Remote)
Dawn Fredette, District Clerk/Legal Assistant
Cheryl Layton, Human Resources
Theresa Friess, Community Affairs
Sarah Niyrk, Accountant

Consultants/Others Present:
Bryan Heasty, CliftonLarsonAllen
Brad Burns, Legato West Development Manager

CALL TO ORDER
1 Director McNeely as the sitting Vice President called the meeting to order at 6:00 p.m. and then led everyone in the Pledge of Allegiance. Director McNeely then turned the meeting over to Mr. Mock for Disclosures of Potential Conflicts of Interest and Election of Board Officers.
DISCLOSURES OF CONFLICTS OF INTEREST

Mr. Mock noted that the Board had received, and staff had filed with the Secretary of State’s office more than 72 hours prior to the meeting certain disclosures of potential conflicts of interest statements for the Directors indicating their conflicts or potential conflicts as shown below.

Director Frew has submitted a standing potential conflict of interest letter stating that he is an employee and part-owner of Sunshine Plumbing Heating and Air. The Company provides various plumbing, heating, and air conditioning services throughout the Metro Denver Area, including within the boundaries of the District.

Director Ennis is an employee of Brighton School District 27J and from time to time the School District has business before the District.

Director Bullock has submitted a conflict of interest form that states he is the Executive Director of the Chamber of Commerce of the City of Commerce City.

Mr. Mock asked if the Board members had any additional potential conflicts of interest to disclose. There were none.

ELECTION OF BOARD OFFICERS

Mr. Mock congratulated Directors Bullock and Toczyłowski on being elected to the Board, and Director Frew on his reelection. He stated that the Board is now required to elect officers and he referenced the officer positions of President and Chair, Vice President, Secretary, and Treasurer.

Mr. Mock then called for nominations for the office of President and Chair. Director Frew nominated Director McNeely as President and Chair. Director Toczyłowski seconded. There were no other nominations and the vote was unanimous. President McNeely then took over the meeting.

President McNeely called for nominations for Vice President. Director Frew nominated himself for Vice President and Director Bullock seconded. There were no other nominations and the vote was unanimous.

President McNeely called for nominations for Secretary. Director Bullock nominated Director Ennis for Secretary and Director Frew seconded. There were no other nominations and the vote was unanimous.

President McNeely called for nominations for Treasurer. Director Bullock nominated Director Toczyłowski for Treasurer and Director Ennis seconded. There were no other nominations and the vote was unanimous.

President McNeely called for a MOTION to approve the Board officers elected as follows: Director McNeely as President and Chair, Director Frew as Vice President, Director Ennis as Secretary, and Director Toczyłowski as Treasurer. Director Bullock moved and Director Frew seconded. The MOTION passed unanimously.
AGENDA REVIEW
President McNeely asked if the Board would like to see any changes to the Agenda. Mr. Mock noted that the Agenda had been revised that day to include an executive session and that the meeting packet had been updated accordingly. There were no additional changes to the Agenda.

Mr. Moreno then introduced Mr. Gary Smith, the District’s new Wastewater System Manager.

APPROVAL OF MINUTES
President McNeely asked the Board for any comments on the Minutes from the Regular Meeting held on May 11, 2022. There were no comments.

President McNeely then called for a MOTION to approve the Minutes from the Regular Meeting held on May 11, 2022. Director Ennis moved and Director Toczyłowski seconded. The MOTION passed unanimously. It was noted that Director Bullock chose to abstain from approving the Minutes for May 11, 2022, as he was not yet a seated Board member at that meeting.

PUBLIC COMMENT
President McNeely called for public comments and stated that members of the public have three minutes to address the Board. There were no public comments.

CONSENT AGENDA
President McNeely inquired whether any Board member would like to discuss any particular Consent Agenda item. No Board member expressed a desire to discuss or move an item from the Consent Agenda and President McNeely then read the following Consent Agenda items:

1. Approve Pay Application #10 to Vortex Services, LLC in the amount of $873,351.63 for the Irrigation Transmission Main Construction Project
2. Approve Electronic Payments
3. Approve the Bill Paying Process

President McNeely called for a MOTION to approve the Consent Agenda items. Director Bullock moved and Director Ennis seconded. The MOTION passed unanimously.

ACTION ITEMS

ACTION ITEM 1 – Presentation and acceptance of the 2021 Audit
Mr. Jefferson first recognized Ms. Niyork for all her hard work on the Audit. He then introduced Mr. Heasty from CliftonLarsonAllen (CLA).

Mr. Heasty discussed the different components of the 2021 Audit. He talked about the responsibilities of CLA as the Auditors and the scope of their work. He stated that CLA will again issue the highest level of Audit Opinion that can be received.

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Mr. Heasty further noted that the document will be finalized following a final review by CLA and then it will be filed with the State, as well as the appropriate debt disclosure. He also thanked the District’s team for their assistance and for always being so helpful and fantastic to work with.

Discussion ensued. Mr. Mock reminded everyone of the June 30 deadline to file the 2021 Audit. Mr. Heasty indicated that the draft Audit would be finalized within the next week and filed with the State prior to the deadline. It was further noted that the Board could approve the draft 2021 Audit subject to finalization, and that a special meeting would be needed if there were any material revisions.

President McNeely called for a MOTION to approve the 2021 Audit subject to the document being finalized as discussed, with no material revisions. Director Ennis moved and Director Toczykowski seconded. The MOTION passed unanimously.

ACTION ITEM 2 – Presentation and approval of Cohen Denver Airport LLC Variance Request

Mr. Moreno discussed the variance request and the provisions in the Water Resources Agreement regarding Phase 4A and Phase 4B ERUs. He outlined the boundaries of the Legato West project and explained that the owner of FRICO ERUs for the project is involved in a tax lien case. As a result, Legato is seeking to purchase 104.3 Phase 4B ERUs to landscape and irrigate common areas of the development.

Mr. Moreno further explained that the District has been working with Mr. Brad Burns, the development manager, for several months. Mr. Moreno also noted that Commerce City is in the process of approving the development plats, which was expected to occur at their June 6 meeting but has been rescheduled to June 20. Mr. Moreno stated that despite the delay, staff still recommends approval of the purchase of 104.3 Phase 4B ERUs, on the condition that the City approves the plats.

Mr. Burns then addressed the Board. He clarified that the ERUs will be purchased by the Authority that is managing the installation of the infrastructure. He reiterated that the ERUs will be purchased specifically for the landscape and irrigation purposes previously mentioned. Mr. Burns also explained that there are two principals involved in the Cohen Denver Airport LLC entity. They are The Cohen Trust (the owner of the project ERUs tied up in the tax lien case) and Double E Family LLC. Mr. Burns noted that Double E Family LLC is his company. Discussion ensued and Mr. Burns clarified that the Legato Community Authority is the name of the entity purchasing the 104.3 Phase 4B ERUs.

There was additional discussion regarding the City’s final approval of the plats and what would happen if the plats didn’t get approved, as well as the possibility of the District being approached again later this year for the purchase of more ERUs for additional development.

Mr. Moreno again stated that staff supports the purchase of the 104.3 Phase 4B ERUs for the Legato West project, based on the City’s approval of the plats, while the other issue regarding
the project ERU’s is being resolved. Discussion ensued regarding the number of homes in Phase 1 and at total buildout.

Mr. Moreno then read the recommended Motion, as follows: Approve the variance request of the District’s Phase 4B Resolution 21-004 allowing the Legato Community Authority to purchase 104.3 Phase 4B ERUs on the condition that the City of Commerce City approves the development plats at the June 20, 2022 City Council meeting; that this approval not be considered a precedent for future Phase 4B applications; that any future Phase 4B ERU purchases be subject to a future variance request by the developer/landowner; and that staff appropriately vet the status of The Cohen Trust’s 370.33 ERUs for any future applications.

President McNeely called for a MOTION to approve the variance request as stated above by Mr. Moreno. Director Bullock moved and Director Frew seconded. The MOTION passed unanimously.

Mr. Burns thanked the District’s team and stated that they have been great to work with.

ACTION ITEM 3 – Public Hearing and approval of a temporary flat rate water service fee for single family residential properties

Mr. Coufal discussed ongoing supply chain issues and that staff is looking at safety net measures in case the District is not able to purchase the needed water meters for new construction development. One possible option is a flat rate fee, which would incorporate seasonal averages.

Mr. Moreno stated that staff doesn’t necessarily want to implement a flat rate water charge but given the current challenges the District needs to get creative in case it gets to that point. He also discussed current meters in stock and two shipments of meters that the District is expecting in the coming months.

Mr. Moreno further talked about the possible use of flip and read meters before resorting to flat rate fees, but it was noted there could also be a shortage of those meters. He added that this issue will be addressed again at the 2023 Budget Hearing when staff hopes to have a better idea of what the future looks like.

Mr. Jefferson discussed the flat rate average ranges. He indicated that the flat rate is reasonably related to the cost of in-home services. Discussion ensued about using flat rates only until meters become available, the possibility of this being a long-term problem, and the manufacturer and distributor of the meters. Mr. Jefferson recommended a Public Hearing be opened.

President McNeely called for a MOTION to open the Public Hearing. Director Ennis moved and Director Toczykowski seconded. The MOTION passed unanimously.

President McNeely called for public comments. There were no public comments.
President McNeely called for a **MOTION** to close the Public Hearing. Director Ennis moved and Director Bullock seconded. The **MOTION** passed unanimously.

Mr. Mock stated that Notice of Public Hearing to fix this flat rate was properly posted more than 30 days in advance of the hearing on the District’s website and on the SDA’s website, as required. Mr. Mock further noted that part of the reasoning for having the flat rate fee is so the District won’t be responsible for standing in the way of the issuance of Certificates of Occupancy and home sales to end-users.

Discussion ensued about possibly approving the authorization for a flat rate fee only until the 2023 Rate Hearing in December, and that the Board be notified if the flat rate fee ends up being implemented.

President McNeely called for a **MOTION** regarding the temporary flat rate water service fee as follows:

- Finding that the proposed flat rate range is reasonably related to the cost of service to such accounts on a temporary basis;
- Finding that authorization of the fee is in in the best interests of the District and its customers;
- Approving a new flat rate water fee that if implemented would range between $20.96 to $32.28 per month and would be added to the Monthly Utility Water Service Fees Schedule;
- Authorizing staff, notwithstanding any provisions of the District’s Rules and Regulations or other policies to the contrary, to consent to certificates of occupancy for single family residences for which a meter is not reasonably available and implementing a flat rate fee on a temporary basis for such accounts; and
- Authorizing the temporary flat rate water fee, if implemented, to be in effect only until the 2023 Rate Hearing in December.

Director Frew moved and Director Ennis seconded. The **MOTION** passed unanimously.

**ACTION ITEM 4 – Set date for the 2023 Budget Study Session**

Mr. Jefferson discussed scheduling a workshop to go over the preliminary budget. He noted the deadline of October 15 for submitting a proposed budget to the Board. Discussion ensued and the Board and staff considered possible dates and times for the Study Session.

Following discussion, President McNeely called for a **MOTION** to set the date for the 2023 Budget Study Session as September 29, 2022, at 5:30 p.m. Director Ennis moved and Director Toczykowski seconded. The **MOTION** passed unanimously.

Ms. Fredette was directed to send a calendar invite for the meeting.

Additional discussion ensued regarding the regular meeting in September, currently scheduled for Monday, September 12, due to the SDA Annual Conference that week. The Board discussed travel considerations for getting to the conference in a timely and convenient manner.
and considered other dates and times for the September 12 meeting. The Board determined to further discuss this matter at a subsequent meeting.

**ACTION ITEM 5 – Approval of an Agreement with Muller Engineering Company for upgrades to the Landmark Pump Station and Well 119 (HCW), and authorization for staff to proceed with the pre-purchase of necessary equipment**

Mr. Scott discussed the locations of the sites, noting that they are both critical to the non-potable irrigation system. He also discussed that both pump stations were designed to be expanded and that the Horizontal Collection Wells (HCW) will be easy to upgrade with two new pumps to increase capacity, but the Landmark site will be more of a challenge because of peak hour demand issues previously identified by Muller Engineering. The Landmark pump station will require major reconstruction based on higher than expected peak hour demands.

Mr. Scott then talked about Muller’s proposed design for Landmark which includes modifying two existing pumps to provide some level of increased capacity as an interim solution for 3-4 years, until the District would need to further expand that station to meet demand. Mr. Scott noted that during the interim period, it is important to reduce the peak hour irrigation demands.

Discussion ensued regarding a PR campaign, starting this summer, for residents to change their irrigation start times to something other than 5 a.m. to 6 a.m., which is the peak hour. The change would disperse the demand over a longer period, flatten the curve of peak hour demand, and help with long-term planning. Additional discussion ensued as to what the PR campaign would look like.

Mr. Scott went on to discuss the pre-purchase of pumps prior to having a construction contractor in place. He noted that delivery is usually 8-12 weeks, but he’s heard it could be a year, given current supply chain issues. Mr. Scott further indicated that installation at both sites would need to be done by June of next year.

Mr. Scott stated that staff’s request for approval to pre-purchase equipment is for the equipment at the HCW site. He noted that the pumps at Landmark will be sent out for rebuild. Mr. Scott then stated staff’s full recommendation as follows: Authorize the Scope of Work with Muller Engineering for the Well 119 - Horizontal Collector Well and Landmark Pump Station upgrades for an amount not to exceed $150,434; and authorize staff to proceed with pre-purchase of the necessary equipment to expedite the completion of the upgrades at the HCW site.

Discussion ensued regarding the pre-purchase amount for the equipment. Mr. Scott indicated that he doesn’t know the amount at this time, but that once the pumps are designed, selected, and quoted, this will be brought back to the Board for approval.

President McNeely called for a **MOTION** to approve the Scope of Work with Muller Engineering and the pre-purchase of equipment, as discussed and recommended by Mr. Scott above. Director Ennis moved and Director Toczyłowski seconded. The **MOTION** passed unanimously.
ACTION ITEM 6 – Approval of Change Order #2 with Denver Water for the North Complex reservoir project

Mr. Scott explained the process around water augmentation and the partnership between the District and Denver Water for the storage of augmentation water. He discussed the North Complex reservoir project and its capacity for additional storage, noting that the District is interested in additional storage. Mr. Scott also discussed Denver Water being contracted with a subcontractor for the removal of material to increase the storage volume.

Mr. Scott then discussed the subcontractor’s original quote for removing material and the increased cost of fuel prices, which led to the Board’s previous approval of Change Order #1. Since then, fuel costs have increased even more, and Change Order #2 again increases the unit cost of material removal due to the additional increased fuel costs. Change Order #2 would increase the cost only for the next increment of material removal.

Discussion ensued regarding any issues with the budget. Mr. Scott discussed the funds available in the account for water storage and indicated that there are no budgetary concerns.

President McNeely called for a MOTION to approve Change Order #2 with Denver Water for the North Complex reservoir project for a total not to exceed the amount of $93,000. Director Bullock moved and Director Toczykowski seconded. The MOTION passed unanimously.

ACTION ITEM 7 – Authorization of staff to proceed with issuing an RFP for pre-purchase of a 500 kW generator for the Pontiac Pump Station and Well Field

Mr. Scott stated that the Board previously approved a design contract with Brown and Caldwell for the design of the generator, but the Board action did not include pre-purchasing the generator. He noted that Brown & Caldwell’s evaluation identified the need for an increased generator size.

Mr. Scott then discussed an aerial view of the site that was provided to the Board in their meeting packet. He talked about the turf removal needed to complete the project and replacing the turf with no-water landscaping.

Mr. Scott indicated the lead time on the generator is one year out, that the bid will be going out in the next 30 days, and that this item will be brought back to the Board at the August meeting for approval of the actual cost. Installation is planned for the fall of 2023. Discussion ensued regarding the timing of being able to obtain the generator.

President McNeely called for a MOTION to approve authorizing staff to proceed with issuing an RFP for pre-purchase of a 500 kW generator for the Pontiac Pump Station and Well Field. Director Ennis moved and Director Bullock seconded. The MOTION passed unanimously.

ACTION ITEM 8 – Determination of Board Member Committee Assignments

Mr. Moreno discussed three committees in which the District participates. He first referenced the Water Commission with the City, which needs two Board members. He next discussed Area Boards, which consists of the District, the City, the Fire District, Adams 14, Community Health,
the Rocky Mountain Arsenal, the Fish and Wildlife Service, and Tri-County Health. Director Ennis is currently the Board representative for this group. Lastly, Mr. Moreno talked about the Adams County Water Quality Association (ACWQA). He explained the purpose of the group and noted that President McNeely is currently the Board representative.

Discussion ensued and the Board determined to assign Board members to the committees as follows:

1. Water Commission: President McNeely and Director Toczylowski with Director Bullock as the alternate;
2. Area Boards: Director Ennis with Mr. Moreno as the backup person;
3. ACWQA: Director Frew.

Following discussion, President McNeely called for a MOTION to approve the Board member committee assignments as determined above. Director Bullock moved and Director Ennis seconded. The MOTION passed unanimously.

ACTION ITEM 9 – Reauthorization of the Resolution providing indemnification for Board members and employees

Mr. Mock explained that this is a housekeeping matter following a new Board being seated whereby the Board reaffirms a Resolution in which the District indemnifies the Board of Directors, officers, and staff against claims. He further discussed the protections and limitations of the Governmental Immunity Act and the District’s directors and officers liability coverage, noting this Resolution provides for an additional level of protection. Mr. Mock clarified that the Resolution protects the Board members when they are acting in the scope of their role as a Board member, similarly to the Governmental Immunity Act.

Mr. Mock recommends Board approval of the Resolution.

President McNeely called for a MOTION to adopt the updated Indemnification Resolution. Director Bullock moved and Director Toczylowski seconded. The MOTION passed unanimously.

ACTION ITEM 10 – Ratification of reappointment of citizen representative to the Pension Board

Mr. Moreno discussed the reappointment of Deanna Hackenberg as the Pension Board citizen representative for the District. He discussed her tenure and that she has been serving in good faith and is willing to continue serving.

Mr. Moreno stated that staff is recommending the Board ratify Ms. Hackenberg’s service since December 2020 and formally reappoint her to the current term expiring in December 2024. Discussion ensued and Ms. Layton and Mr. Mock explained the roles and responsibilities of the Pension Board and the District’s financial advisor/retirement representative.

President McNeely called for a MOTION to ratify Deanna Hackenberg’s service on the Pension Board since December 2020 and to reappoint her to the current term expiring in
December 2024. Director Frew moved and Director Ennis seconded. The **MOTION** passed unanimously.

**DISCUSSION ITEMS**

**DISCUSSION ITEM 1 – Preparing for FAMLI**

Mr. Moreno introduced Ms. Layton, HR Generalist for the District. He proceeded to briefly discuss FAMLI (Paid Family and Medical Leave Insurance Program), and further explained that this matter will be brought back to the Board at the July meeting for action.

Ms. Layton explained that Colorado voters approved FAMLI in November 2020. She discussed its provisions and the following three employer participation options:

- Participate (employee and employer share payment of the premium)
- Decline participation by opting out (do not pay premiums and do not use program)
- Decline employer participation while allowing employee voluntary individual participation (employee pays premium through a payroll deduction)

Ms. Layton then discussed the deadlines for opting in or opting out. She also talked about a survey done by Employers Council and her own informal survey of her colleagues, noting that most organizations are opting out at this time. The District could choose to opt in next year and would then be required to remain in the plan for three years.

Discussion ensued regarding the coordination of benefits if opting in. Mr. Moreno stated that staff is currently recommending that the District opt out because of all the employee benefits the District already offers. He noted there will be a discussion on benefits at the next Board meeting.

**DISCUSSION ITEM 2 – Consumer Confidence Report (CCR)**

Ms. Friess explained that each year by June 30 the District is required by the EPA and CDPHE to provide its customers with a CCR, also known as the Water Quality Report. She further explained that the CCR provides general information regarding the quality of the community’s water, and that customers will be notified about the release of the report through bill inserts, the District’s website, and social media.

Ms. Friess talked about specific language required to be included in the report to comply with the Safe Drinking Water Act. She also discussed the non-required information that the District has historically provided, which has included information on hard water and emerging contaminants. However, due to the length and complexity of the report, staff is considering removing the non-required information and adding it to another location such as the District’s website, brochures, or other communications.

Discussion ensued about providing the required information to customers more than once a year and possibly removing emerging contaminant information to improve the readability of the document. Ms. Friess noted that this information would still be available on the website and through other communication methods. Ms. Friess further discussed the requirements for notifying customers about the report, noting that mailing a hard copy is not required but that a
Additional discussion ensued regarding staff’s suggested revisions to the report or leaving it the same. Mr. Moreno further discussed the CCR and is seeking direction from the Board about what information to include in the report going forward.

**DISCUSSION ITEM 3 – Communication Plan Update**

Ms. Friess provided a background on the communication plan for the benefit of the new Board members. She discussed the plan’s goals, which include credibility and transparency, enhancing the perception of the District’s water quality, and improved engagement with the District’s diverse group of residents, especially Spanish speakers and lower income or underserved neighborhoods in the District.

Ms. Friess then discussed the various strategies being implemented to achieve these goals, which include increasing community outreach events, enhancing and increasing digital communication tools and engagement, and developing an emergency communication plan.

Ms. Friess also discussed recent work that’s been accomplished to achieve the communication objectives. She provided a status on the proposals for the website redesign and talked about the stakeholder group, noting that the District will be seeking guidance from the stakeholder group on the final three proposals selected.

Ms. Friess next discussed the District’s participation in Commerce City’s Memorial Day Parade on May 30. The Board talked about it being a fun event.

Additional topics that Ms. Friess talked about included upcoming construction projects and communication with the community regarding disruption of traffic, and the District’s hiring of an intern to assist with outreach to critical customers in the development of the emergency communication plan.

For the next steps in the communication plan, Ms. Friess discussed selecting the website redesign vendor, developing a video series about the District, and continued community outreach and customer communication efforts. Discussion ensued about the District having a table at the Music in the Park events on Thursdays in July and August.

**DISCUSSION ITEM 4 – Board Best Practices and Conflicts of Interest Refresher**

Mr. Mock noted that the related documents for this Discussion Item are found in the packet under Confidential Communications due to the confidential information contained in memos from Legal Counsel. He further noted that this material was covered in the orientation for the new Board members but that this is a good time to also provide a refresher for the continuing Board members.

Mr. Mock proceeded to discuss the following topics: director eligibility, disclosure of potential conflicts of interest and the process for disclosing, open meetings law, open records law, attorney-client privilege and confidentiality, executive sessions, roles of the Board,
boardsmanship, SDA membership, constituent contacts and quasi-judicial proceedings and the
possibility of recusing oneself from the Board’s decision-making process.

EXECUTIVE SESSION

Mr. Mock referenced a recent District meeting with CDPHE and the subsequent decision to
have a discussion with the Board in executive session.

Mr. Mock stated a motion for the Board to consider to enter into Executive Session under
§24-6-402(4)(b), C.R.S., for the purpose of receiving legal advice from the District’s legal
counsel related to PFAS risk management; and any other matters that are properly authorized to
be discussed in Executive Session.

Director Bullock made a MOTION at 8:25 p.m. for the Board to enter into Executive
Session, pursuant to the motion stated above by Mr. Mock. Director Toczykowski seconded.
The MOTION passed unanimously, and the Board entered into Executive Session.

At 9:03 p.m., a MOTION was made by Director Ennis for the Board to return to Regular
Session. Director Frew seconded and the MOTION passed unanimously.

Mr. Mock stated for the record that in his opinion, the portions of the Executive Session that
were not recorded constituted privileged attorney-client communications.

In conclusion, President McNeely asked if the Board members had additional comments on
any matters. There were no additional comments.

ADJOURNMENT

President McNeely called for a MOTION to adjourn at 9:05 p.m. Director Bullock moved
and Director Ennis seconded. The MOTION passed unanimously.

Respectfully submitted,

Vicki Ennis
Secretary

Attorney Attestation as to not recording portions of an Executive Session:

I, James M. Mock, hereby attest that the portion of the Executive Session discussion not recorded
constituted privileged attorney-client communications.

James M. Mock

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