

RECORD OF PROCEEDING

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF:

MANSFIELD HEIGHTS WATER AND SANITATION DISTRICT

HELD WEDNESDAY, APRIL 29, 2026, AT 3:00 P.M.

ATTENDANCE:

The special meeting of the Board of Directors of the Mansfield Heights Water and Sanitation District was called and held on Wednesday, April 29, 2026, at 3:00 p.m. at the offices of Community Resource Services, 7995 E. Prentice Avenue, Suite 100, Greenwood Village, CO, in accordance with Colorado law. In addition, a Zoom link was available for those directors who could not attend in person. The following directors were in attendance:

Richard Fullerton, President
Graham Hollis, Treasurer
Candice Goldstein, Assistant Secretary
David Brenman, Assistant Secretary

It was noted that Director William Klingensmith had resigned from the Board, and the Secretary position is currently vacant.

Also present were:

Sue Blair, District Manager; Community Resource Services, LLC
Carlos Arreola-Karr, District Manager; Community Resource Services, LLC
Lisa Schwien, Project Manager; Kennedy Jenks

I. ADMINISTRATIVE MATTERS:

Director Fullerton noted a quorum of the Board was present and therefore called the meeting to order at 3:04 p.m. The Board reviewed the agenda for the special meeting and approved the agenda as presented.

II. ENGINEERING AND MAINTENANCE MATTERS:

Vulnerability of Lift Station to Backup/Flooding: Director Fullerton led the discussion regarding the vulnerability of the District's lift station to backup and flooding. Ms. Schwien reviewed the lift station history, existing infrastructure, and potential backup/overflow concerns. The Board discussed available response options, including existing emergency response procedures, additional controls, and backup/overflow mitigation options. The Board directed CRS and the District Engineer to focus on obtaining cost information for Option 2, related to a pump trailer/truck bypass option. The Board also requested continued evaluation of potential lift station controls upgrades, including radar controls, SCADA-level controls, backup controls, and alarm system improvements. CRS and the District Engineer were also asked to conduct an inventory inspection of existing lift station infrastructure and prepare an assessment of items that may need repair or replacement. No formal action was taken.

Discussion re Tracking of District Flows – Price: The Board discussed the value of continuing to track District flows and maintaining updated flow information for future review. The Board also discussed quarterly monitoring and requested that CRS and the District Engineer evaluate the monitoring process and implementation. The Board briefly referenced Metro Water Recovery charges and future use of actual data as part of the broader flow and cost discussion. No formal action was taken.

Discussion re Abandoning Mains North of Mansfield Avenue: The Board discussed potential abandonment of mains north of Mansfield Avenue and related sewer line work associated with a Cherry Lane property. Ms. Schwien reported that CCTV and manhole review had been completed and that there were no issues to report at that time. The Board discussed next steps, including further investigation of the sewer line by video and vacuum cleaning rather than cutting into the line at this time. CRS and the District Engineer will continue reviewing the matter and provide additional recommendations as needed. No formal action was taken.

III. DIRECTORS' MATTERS:

Update on Outreach to Other Districts to Inspect Sump Pumps: The Board discussed outreach to other districts regarding inspection of sump pumps and ongoing review of flows and system conditions. The Board discussed the importance of tracking new lines and understanding what areas are connected to the District's system. CRS will conduct an audit of utility billing. No formal action was taken.

Update on Contact With Potential Board Candidates: The Board discussed outreach to potential candidates for the vacant Board seat. Director Brenman discussed John Prescott as a prospective candidate, and Director Goldstein discussed John Skoke as an additional prospective candidate. The Board discussed next steps, including follow-up discussions with the candidates and requesting brief biographical information prior to further Board consideration. Director Fullerton will coordinate follow-up discussions or interviews with the prospective candidates, and Director Goldstein will provide contact information for John Prescott, as applicable. CRS will coordinate a special meeting, if needed, for the Board to appoint a new director. No appointment was made, and no formal action was taken.

V. ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 4:44 p.m.

Respectfully submitted,

Carlos Arreola-Karr

Secretary for the Meeting