

**RECORD OF PROCEEDINGS
MINUTES OF THE MEETING OF THE LA PLATA ARCHULETA
WATER DISTRICT
HELD NOVEMBER 13, 2025**

The regular meeting of the Board of Directors (“Board”) of the La Plata Archuleta Water District, Sundance/Farraday Subdistrict, and Fox Fire Subdistrict, La Plata County, Colorado, (“District”) was held on November 13, 2025, at 9:00 a.m., at 255 Ute Street, Ignacio Colorado 81137.

ATTENDANCE

Directors in Attendance

Dick Lunceford

Dan Lynn

Mark Williams

Kent Curtis

Director in Attendance by Telephone

Ron Dent

Also In Attendance

Ed Tolen, La Plata Archuleta Water District Manager

Trish Candelaria, Customer Service Representative

Michelle Sainio, MBE CPAs

Karmen King, Grayling

Cheryl Lynn, Secretary to the Board

In Attendance via Telephone

Micki Mills, Cockrel Ela Glesne Greher & Ruhland

Joe Norris, Cockrel Ela Greher & Ruhland

Dave Henry, Harris Water Engineering

CALL TO ORDER

Chairman Lunceford called the meeting to order at 9:00 a.m.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of potential conflicts of interest will be a topic of discussion at every Board meeting to address potential conflicts of interest that may arise as new agenda items are introduced. District Directors who have disclosed potential conflicts of interest can vote as issues arise. Directors present and present by telephone reported no conflicts of interest.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Upon motion duly made by Director Williams, seconded by Director Lynn, and unanimously carried, the Minutes of the October 9, 2025 Regular Board Meeting were approved as submitted.

FINANCIAL REPORT

Ms. Sainio distributed to Board Members the October 31, 2025, District Accounts Payable Statement as well as the July 2025, August 2025, and September 2025 District Financial Statements. Invoices and the Accounts Payable Report were reviewed and discussed. Upon motion duly made by Director Lynn, seconded by Director Curtis, and unanimously carried, the invoices detailed on the October 31, 2025 District Accounts Payable Report were approved for payment.

FINANCE COMMITTEE REPORT

Consider Approving the Special Districts Master Services Agreement dated November 11, 2025 from CliftonLarsonAllen LLP – The Board has reviewed the service proposal for the District’s accounting services from CliftonLarsonAllen LLP. A brief discussion ensued for clarification purposes. Upon motion duly made by Director Lynn, seconded by Director Curtis, and unanimously carried the Board approved the engagement of CliftonLarsonAllen LLP to perform accounting services for the District and approved the Special Districts Master Services Agreement and the Scope of Work, both dated November 11, 2025.

PUBLIC RELATIONS/COMMUNICATIONS COMMITTEE REPORT

Mr. Tolen reported that the District is now shutting off water service to customers who have not paid their bill after a substantial grace period. This action is not taken lightly but is a standard business practice. Even so, the Board is advised that there may be customers who register complaints.

LEGAL/PARALEGAL REPORT

Consider Approving a Petition for Inclusion into the Sundance/Farraday Subdistrict No. 1 for 76 Rail Road, Durango, CO 81303 – Chairman Lunceford opened a public hearing to consider a Petition for Inclusion of Real Property into the Sundance/Farraday Subdistrict No. 1 from David R. Gerhardt, Petitioner, for property located as 76 Rail Road, Durango, Colorado 81303. There being no public comment the hearing was closed. Upon motion made by Director Lynn, seconded by Director Williams, and unanimously carried the Board adopted the Resolution Approving Inclusion of Property into the Sundance/Farraday Subdistrict No. 1 and authorized the recording of such Resolution with County Clerk and Recorder.

ENGINEER REPORT

Phase 2D Pipeline

Mr. Henry advised the Board that problems remain with the survey elevation data being shifted. The OPUS surveying data system has been shut down as part of the overall U.S. Government shutdown. Correction of data will take place as soon as possible and, when it is, the drawings for CDOT will be updated. The alignment and utilities are complete. Mr. Tolen anticipates that correction of data and permit issuance will result in a construction timeline of early Spring, 2026. Mr. Tolen has sent letters to potential future customers to confirm who wants a meter pit.

Phase 2E Pipeline

Mr. Henry noted that the same survey elevation data situation referenced above relates to Phase 2E with the survey points being drastically inaccurate. Mr. Tolen estimates construction of this phase to begin the Fall of 2026.

ENVIRONMENTAL REPORT

Ms. King reported that permits for 2D are finished and ready for the contractor to give the plans to CDOT. The field work is finished for Phase 2E.

GENERAL MANAGER REPORT

Fox Fire Subdistrict Project – Mr. Tolen anticipates that TRC will begin work the week of November 20, 2025. Customers in the Subdistrict have said they are pleased to be part of a water system.

Bond Payment – Mr. Tolen and Director Lynn will meet at the bank on November 13, 2025, at 3:30 to sign bond payment paperwork which is due by December 15, 2025.

General Manager Annual Performance Review (Executive Session).

Please refer to the November 2025 General Manager’s Report for additional information regarding District operations.

EXECUTIVE SESSION

The Board adjourned in Executive Session at 9:23 a.m. to discuss personnel matters, except if the employee who is the subject of the session has requested an open meeting, (Section 24-6-402(4)(f), C.R.S.). The specific content of the Executive Session is discussion of Mr. Tolen’s annual performance evaluation.

ANY OTHER MATTER WHICH MAY COME BEFORE THE BOARD

The Board reconvened in Regular Session at 9:56 a.m. to meet with Mr. Tolen and deliver the results of his annual performance review. Mr. Tolen is well respected by the Board and in the community and his performance review reflects that. Upon motion made by Director Lynn, seconded by Director Curtis, and unanimously carried Mr. Tolen was awarded a compensation package of a 6% salary increase and a \$5,000 bonus.

ADJOURNMENT

The meeting was adjourned at 9:58 a.m. The next regular meeting of the District is scheduled for December 11, 2025.

PREPARED BY

Cheryl Lynn
Secretary for the Meeting

APPROVED

Richard T. Lunceford

Daniel R. Lynn, III

Mark Williams

Ron Dent

Kent Curtis