

Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes
December 9, 2025

Directors present: Mary Nelson, Walter Johnston, Charlie Brovont, Shaun Henderson, Dennis Carlson, Frank Denning, Chuck Finley and Bill Locke. Directors absent: Ken McCarty. Others present: Allan Soetaert, Colin Stalter, David Fiscus, Matt Serrano, Robert Zoller, Scott Gibbs, Dustin Medlin and Mindy Krouch. Others present via Zoom: Brian Hess, Todd Luckman and Chester Bender.

Chair Nelson called the meeting to order at 5:32 PM.

1. Consent Agenda Items

Chair Nelson requested that the Board of Directors consider the Consent Agenda items. Director Locke moved to approve the consent items noted on the agenda. Director Carlson seconded the motion. Motion passed unanimously.

Chair Nelson noted that, due to the guests in attendance, she would deviate from the agenda to address the purpose of their visit. The District's Manager, Allan Soetaert, noted that the guests were interested in agenda item 5a which was a Preliminary Engineering Report drafted by one of the District's consulting engineers for a project within the District's service area.

5. Reports/Updates

5a. Preliminary Engineering Report (PER) for 255th Street & Hospital Drive (PY)

Colin Statler, District Engineer, provided an overview of the project area, noting that two petitioners have requested service to two properties along 255th Street, west of Hospital Drive. He explained that a 2-inch dead-end main runs along the north side of 255th Street and would need to be extended to serve both properties.

Chester Bender of Ponzer-Youngquist reviewed the PER noting the properties involved and the potential division of the larger tract (Property 1) into four lots of which three would have frontage along 255th Street and one along Hospital Drive. Property 2 consists of approximately 14 acres at the southwest corner of 255th Street and Hospital Drive. To serve the divided lots of Property 1, the existing 2-inch main on 255th Street would need to be extended roughly 1,600 feet to the eastern boundary line. Serving Property 2 would require an additional 750 feet of extension. In accordance with District policy, both extensions would need to be constructed as a minimum 8-inch main.

Mr. Bender also recommended looping the new extension to the 2-inch dead-end main on Hospital Drive, approximately 1,500 feet north of 255th Street. This improvement would eliminate two dead-end mains, provide redundancy, and enhance water quality in the area. He further recommended ultimately replacing the existing 2-inch mains on 255th Street and Hospital Drive to improve circulation within the loop. Mr. Bender reported estimated costs that were within the PER.

Mr. Statler referenced a similar request from 2013 in which a petitioner sought detachment from Water District 7; further, that request was denied. The guests in attendance asked questions and engaged in discussion. District Counsel Todd Luckman also provided some information for the Board's consideration.

Director Carlson moved to accept the PER as presented. Director Locke seconded the motion. The motion carried unanimously. The guests then exited the meeting.

2. Consider Audit Engagement Proposal

Manager Allan Soetaert noted that Troutt-Beeman has provided the District with an audit engagement letter for 2025. Legal counsel, Todd Luckman, informed the board he has reviewed the proposal and has no comments or concerns. After some discussion regarding the timing of the audit and its presentation to the BOD, Director Carlson moved to authorize the District Chairman to sign and execute the engagement proposal from Troutt-Beeman, as presented. Director Brovont seconded the motion. Motion passed unanimously.

3. Consider Master Services Agreement with GBA

Mr. Statler noted that the District executed a Master Services Agreement (MSA) with GBA in 2020 with a five-year term, and the action before the Board is simply a renewal of that existing agreement. He explained that the District

maintains MSA's with most consulting firms that perform work for the District, as they provide significant administrative and operational advantages. When an MSA is in place, the District Manager is authorized, within established spending limits, to issue "Task Orders" that engage the firm for specific project-related work. Task Orders may be authorized by either the Board or the District Manager but generally fall within the scope of services outlined in the MSA. Mr. Soetaert noted that MSA's reduce the time and cost associated with reviewing and negotiating a new consulting contract each time work is needed. They also streamline the process of engaging consultants, allowing for more timely responses to both planned tasks and unexpected needs within the District. After discussion, Director Carlson moved to approve the revised Master Services Agreement with GBA, pending final approval by District Legal Counsel and the District Manager, and to authorize the Chairman and Secretary to execute the agreement upon approval. Director Locke seconded the motion. The motion passed unanimously.

4. Consider 2026 Budget

Allan Soetaert, District Manager, presented the revised 2026 budget, noting that he had met again with the Budget Committee to review the proposed changes. He highlighted adjustments from the draft presented at the November Board meeting, including the updated debt-service ratio. Following discussion, Director Brovont moved to approve the 2026 budget as presented. Director Denning seconded the motion. The motion passed unanimously.

5. Reports/Updates

5b. Monthly Report by Staff

Mr. Statler provided updates on several construction projects throughout the District. He reported that the design of the Geiger Facility is 95% complete and that the timeline for the Mt. Sunflower Development in De Soto has been delayed. The Prairie Creek project along Kill Creek Road is substantially complete and now in service, and a service inquiry has been received for IP 31 at LPKC. Construction is ongoing for the Gardner Road project from 199th to 191st Streets. Phase 2 of Avondale Meadows at Spring Hill is nearing completion, with a WME agreement pending for Phase 3. The TimberRidge Tank painting project has been delayed due to weather, with an anticipated completion date in early 2026.

Director Henderson then moved that the Board recess into Executive Session for a period of 35 minutes for consultation with an Attorney, deemed privileged in the Attorney-Client relationship, to include the Water District's appointed Attorney, pursuant to K.S.A 75-4319 (b) (2); further that the District Manager and Engineer be included in that session. The regular meeting will resume at 7:05 in the W7 Board Room. Director Locke seconded the motion. Motion passed unanimously. Time noted was 6:28 PM.

The meeting then reconvened at 7:05 PM upon Chair Nelson noted that no decisions, action, or votes were taken during the executive session.

Chair Nelson provided an update from the BOD's Succession Committee.

Mr. Soetaert provided several updates, including ongoing discussions with Spring Hill, WaterOne and MI2. He noted that Beth Warren has been invited back to a future meeting to present updated information on Debt Capacity Report and some other related District Projects along Lakeshore Drive, and the West Expansion Area. He also reported a potential dual hook-up on Edgerton Road and shared that the preliminary meeting with Johnson County regarding the District's Four Corners property went well, with a follow-up meeting planned for the early Spring. Additionally, he mentioned an investment concern involving Enterprise Bank and the directives he has taken after consulting the District Chair Nelson & District Treasurer Henderson.

5. Adjournment

There being no further business, Chair Nelson requested a motion to adjourn the meeting. Director Carlson moved such. Director Locke seconded the motion. Motion passed unanimously. Time noted was 7:15 PM.

Respectfully submitted,



Dennis Carlson, Secretary