Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes
July 14, 2026

Directors present: Mary Nelson, Ken Kearney, Walter Johnston, Brian Andrew, Dennis Carlson, Chuck Finley and Ken McCarty. Directors present via Zoom: Frank Denning. Directors absent: Chuck Lockey. Others present: Allan Soetaert, Colin Stalter, and Mindy Krouch. Others present via Zoom: Rodney Ranzenberger, Brian Hess, Quentin Kurtz and Alex Darby.

Chair Nelson called the meeting to order at 5:30 PM.

1. **Consent Agenda Items**
   Chair Nelson noted one correction to the Consent Agenda, stating that the minutes for approval were from the June 16th Board meeting, not the June 9th Board meeting as indicated in the agenda. She then requested that the Board of Directors consider the Consent Agenda items with said correction. Director McCarty moved to approve the consent items noted on the agenda. Director Andrew seconded the motion. Motion passed unanimously.

2. **Consider Consulting Services Agreement from PEC (N 400 RD)**
   Colin Stalter, District Engineer, stated that this project, located along N 400 Road in Douglas County, is part of the Rural Development funding application for which the Board approved the loan documents at the previous month's meeting. Mr. Stalter explained that PEC Engineering is a consulting firm with which the District has a Master Services Agreement and has submitted this agreement for the Board's consideration. The agreement includes surveying, design, bidding, and construction administration services, with an estimated cost of $126,500. He further noted that the agreement is required by Rural Development and has been reviewed by District Counsel. After discussion, Director Andrew moved to approve the agreement and authorize the District Chair & Secretary to execute the document pending Management and District Counsel's approval of any minor modifications. Director McCarty seconded the motion. Motion passed unanimously.

3. **Consider Consulting Services Agreement (Amendment #1) from GBA (95th Street & Kill Creek)**
   Mr. Stalter began by providing some background on the project, noting that the Board of Directors had previously approved a consulting services agreement with GBA for the design of the project and that it is also included in the District's recent Rural Development loan submission. He explained that the project involves replacing an existing water main constructed with pipe that has an insufficient pressure class for the District's operational needs and includes both a stream and pond crossing. Because the project is now being funded through Rural Development, the proposed amendment incorporates the additional design provisions required by Rural Development. Mr. Stalter noted that the total estimated cost for the original agreement and this First Amendment is $172,963. After discussion, Director McCarty moved to approve the agreement and authorize the District Chair & Secretary to execute the document pending Management and District Counsel's approval of any minor modifications. Director Andrew seconded the motion. Motion passed unanimously.

4. **Consider Revision #1, Architectural & Engineering Design Services with GBA**
   Allan Soetaert, Manager, presented Revision No. 1 to the previously approved Architectural and Engineering Design Services Agreement with GBA for the District's proposed Administration Building and Shop Facility to be located at 16530 Four Corners Road. He introduced Rodney Ranzenberger, GBA. Mr. Ranzenberger noted that at the previous month's Board meeting, the Board consented to engaging a Construction Manager at Risk (CMAR) to assist the District with the next phase of the project. The proposed revision to the agreement expands GBA's scope of services to include CMAR-related services, including completing the design of the Administration Building and serving as the District's representative throughout the construction process. Mr. Soetaert noted that District Counsel had reviewed the agreement and that the estimated cost of the additional CMAR services is $521,840. Following discussion, Director McCarty moved to approve the agreement and authorize the District Chair and Secretary to execute the document pending Management and District Counsel's approval of any minor modifications. Director Kearney seconded the motion. The motion passed unanimously.

5. Reports/Updates

5a. Chair Updates

Chair Nelson updated the Board on the recent meeting with Douglas County Rural Water District No. 4, which she attended along with the District Manager and District Engineer. She provided a summary of the discussion and the topics that were addressed during the meeting. No further action was needed.

5b. Monthly Report by Staff

Mr. Stalter provided updates on several construction projects throughout the District. He reported that the Geiger project is substantially complete and that GBA will present a report at an upcoming board meeting regarding projects near De Soto. He stated that the Countryside Farms project is in the design phase with the developer and discussed a recent meeting with property owners along 95th Street, east of Waverly Road, regarding the upsizing of an existing water main. Mr. Stalter also reported that design work is underway for the 127th Street water main relocation project. He also noted that the New Century Air Center (NCAC) is reconstructing a runway and will be constructing a concrete batch plant to support the project. In addition, he, along with representatives from Ponzer-Youngquist (PY), met with KDOT to discuss the Moonlight Road interchange realignment project. Finally, Mr. Stalter reported that the Gardner Road project is nearing completion and is expected to begin testing soon.

Mr. Soetaert provided updates regarding the District's ongoing discussions with neighboring entities. He also noted upcoming discussions and presentations regarding the Water Use Policy, the debt capacity report prepared by Beth Warren, the rate analysis by Raftelis, and the annual audit. Mr. Soetaert further discussed his and Mr. Stalter's recent trip to Washington, D.C., to attend the AWWA conference and provided highlights from the conference and congressional visits.

Mindy Krouch, Administrative Assistant, provided an update on the billing software transition, including the progress made since implementation and feedback received from customers regarding the new system.

Director Finley updated the Board on the recent Marais des Cygnes Regional Advisory Committee meeting.

7. Adjournment

There being no further business, Chair Nelson requested a motion to adjourn the meeting. Director Andrew moved such. Director Johnston seconded the motion. Motion passed unanimously. Time noted was 7:01 PM.

Respectfully submitted,

Dennis Carlson, Secretary