



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, DECEMBER 11, 2023 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Vice Chairman Golden, at 6:30 p.m. The meeting was held remotely.

Directors Present: Mike Golden – Vice Chairman
Scott Huff – Secretary/Treasurer
Stephanie Conners – Director
Mark Gibson – Director – *arrived at 6:32 p.m.*

Staff Present: Katie Nicholls – District Manager
Mike Gibboni – Superintendent

2. **COMMENTS BY THE VICE CHAIRMAN**

Vice Chairman Golden noted that Chairman Reed had a scheduling conflict and would be late to the meeting

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Juan Perez – Northern Water, and Mike Cassio – Three Lakes Watershed Association.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the November 13, 2023 Meeting Minutes were approved as presented.

Director Gibson arrived at 6:32 p.m.

5. **MATTERS BEFORE THE BOARD**

a. **Update from Anchor QEA: Septic-to-Sewer Conversion Project**

No one from Anchor QEA attended the meeting so the item was tabled.

b. **PUBLIC HEARING: 2024 proposed budget**

Vice Chairman Golden opened the public hearing. District Manager Nicholls stated that the budget was the same as presented in December with the exception of \$35,000 added for the repair of the office and \$4,000 for website accessibility. A brief discussion ensued regarding the office foundation and drainage issues and a potential insurance claim. There being no further discussion, Vice Chairman Golden closed the public hearing.

c. **Resolution 2023-12-1; a resolution to adopt budget, set mill levies, and appropriate sums of money**

District Manager Nicholls stated that a condensed resolution was provided by the attorney, instead of three separate resolutions as has been standard in the past. She also noted that the resolution allows for the delay and any adjustments needed in certifying the mill levy due to recent state legislation, in light of the failure of Proposition HH. By **MOTION**, second, and unanimous vote the Board approved Resolution 2023-12-1; a resolution to adopt budget, set mill levies, and appropriate sums of money.

d. **Resolution 2023-12-2; a resolution adopting the public entity and municipality employee safety manual**

District Manager Nicholls stated that the employee safety manual was drafted with the assistance of the district's insurance provider and has been reviewed by the attorney. By **MOTION**, second, and unanimous vote the Board approved Resolution 2023-12-2; a resolution adopting the public entity and municipality employee safety manual.

e. **Discussion and consideration of setting a public hearing for proposed miscellaneous fees increases**

District Manager Nicholls stated that since the last discussion on the proposed new and increased fees she has met with Treasurer Huff and had the attorney review the proposed fees. She stated that the fees are in line with the costs incurred; noting the district cannot make money off the fees but only recover costs. Notice for a public hearing on the matter was placed on the district website on December 5, 2023. By **MOTION**, second, and unanimous vote the Board set a public hearing for January 8, 2024.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for the month of November was approved. The financial documents for November were reviewed, and accepted as presented.

8. **MATTERS OF DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS**

None.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager report.

11. **EXECUTIVE SESSION: PURSUANT TO SECTION 24-6-402(4)(b), C.R.S. FOR THE PURPOSE OF A CONFERENCE WITH THE DISTRICT'S LEGAL COUNSEL REGARDING SPECIFIC LEGAL QUESTIONS PERTAINING TO THE COMPEL CONNECTION OF 1205 GCR 4739**


By **MOTION**, second, and unanimous vote the Board entered executive session.

By **MOTION**, second, and unanimous vote the Board exited executive session.

With no further business before the Board, the meeting was adjourned at 7:42 p.m.



Katie Nicholls, Reporting Secretary



Scott Huff, Secretary/Treasurer










December 2023 Minutes

Final Audit Report

2024-01-09

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