



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, JANUARY 13, 2026 6:30 PM

1. **CALL TO ORDER**

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

Directors Present: Scott Huff – Chairman
Mike Golden – Vice Chairman
Jeannie Wilkinson – Secretary/Treasurer
Scott Walter – Director
Stephanie Conners – Director

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

2. **COMMENTS BY THE CHAIRMAN**

None.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

Rob Morrison – Barr Engineering, Bob Orsatti – Anchor QEA, and Michael.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, and second, and unanimous vote the December 9, 2025, Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **Consideration of updated construction services proposal – Heat Trace Replacement Project**

District Manager Nicholls stated that while the District prefers to complete the heat trace replacement project in one season it has been determined that being open to a two-season construction proposal might allow more qualified contractors to ensure the best selection is made. This proposal allows for the added costs should that come to fruition. Bob Orsatti, representing Anchor QEA, expanded further on the proposal and answered questions related to submittals and processing, supply procurement, bid timing, CDPHE required requests, pay application process, and bid timing. By **MOTION**, second, and unanimous vote the Board approved the updated construction services proposal for the Heat Trace Replacement Project.

b. **Resolution 2026-1-1; a resolution designating the District’s posting places.**
By **MOTION**, second, and unanimous vote the Board approved Resolution 2026-1-1; a resolution designating the District’s posting places.

c. **Consideration of engagement of Butler Snow for bond counsel as required for the State Revolving Fund Loan Program**

District Manager Nicholls stated that bond counsel is required for the SRF loan. She noted that Butler Snow acted as bond counsel for the 2019 copper removal project, general counsel has worked with them separately as well, and that Butler Snow agreed to charge the same rate in 2019. She concluded by noting that she did reach out to one other firm provided by the state and found the rates similar. A question was raised about the District’s retention of documents. By **MOTION**, second, and unanimous vote the Board approved the engagement of Butler Snow for bond counsel as required for the State Revolving Fund Loan Program.

d. **Consideration of increased budget request from Barr Engineering for Draft Permit review**

District Manager Nicholls stated that Barr Engineering was selected to perform permit engineering for the District related to the draft permit recently received. She noted that conversations with other entities and initial review by Barr has revealed the draft permit to be more complicated than originally thought. Rob Morrison, Barr Engineering, echoed the complicated permit noting issues with anti-degradation and monitoring schedules among many more. A discussion ensued regarding anticipated results, time limitations, permitting issues seen, and communications with other permittees and entities. By **MOTION**, second, and unanimous vote the Board approved the increased budget request of \$15,000 from Barr Engineering for Draft Permit review

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for the month of December 2025 was approved. The financial documents for December were reviewed and accepted as presented.

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

Vice Chairman Golden inquired into the status of the CDS Grant with the EPA.

Director Walter noted we should get information out to contractors as soon as possible for the heat trace project to allow adequate time for review. A brief discussion ensued with a consensus from the Board and Staff.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent Report.

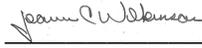
10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager's report. She noted that the PR firm will be presenting their plan for the next 6 months or so at the next meeting and inquired if the Board was still interested in pursuing a de-brucing question on the November ballot. All board members signified interest in continuing to move forward. A brief discussion ensued regarding removal of term limits and if it should be brought up again.

With no further business before the Board, the meeting was adjourned at 7:35 p.m.



Katie Nicholls, Reporting Secretary



Jeannie Wilkinson, Secretary/Treasurer

February 10 2026 Meeting Minutes

Final Audit Report

2026-02-11

Created:	2026-02-11
By:	Katie Nicholls (katie@threelakesws.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIwgRI9Q89p-4H534a0dy6NDji5x-8Upo

"February 10 2026 Meeting Minutes" History

-  Document created by Katie Nicholls (katie@threelakesws.com)
2026-02-11 - 3:20:59 PM GMT
-  Document emailed to Jeannie (jeannie@threelakesws.com) for signature
2026-02-11 - 3:21:02 PM GMT
-  Document emailed to Katie Nicholls (katie@threelakesws.com) for signature
2026-02-11 - 3:21:03 PM GMT
-  Email viewed by Katie Nicholls (katie@threelakesws.com)
2026-02-11 - 3:40:14 PM GMT
-  Document e-signed by Katie Nicholls (katie@threelakesws.com)
Signature Date: 2026-02-11 - 3:40:34 PM GMT - Time Source: server
-  Email viewed by Jeannie (jeannie@threelakesws.com)
2026-02-11 - 9:30:42 PM GMT
-  Document e-signed by Jeannie (jeannie@threelakesws.com)
Signature Date: 2026-02-11 - 9:32:21 PM GMT - Time Source: server
-  Agreement completed.
2026-02-11 - 9:32:21 PM GMT