



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, JUNE 8, 2020 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairwoman Farmer, at 6:32 p.m. The meeting was held remotely.

Directors Present: Pat Farmer – Chairwoman
Matt Reed – Vice Chairman
Judy Acierno – Director

Staff Present: Katie Nicholls – District Manager
Mike Gibboni – Superintendent
Tara Knutson – District Bookkeeper

2. **COMMENTS BY THE CHAIRWOMAN**

Chairwoman Farmer called for motions to excuse Scott Huff from the meeting and Matt Reed from the June 1, 2020 Special Meeting. By **MOTION**, second, and unanimous vote the Board excused Scott Huff from the meeting. By **Motion**, second, and unanimous vote the Board excused Matt Reed from the June 1, 2020 Special Meeting.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

None.

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the May 11, 2020 and June 1, 2020 Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

a. **McMahan & Associates, LLC – Presentation of the 2019 Audit**

Dan Cudahy and Lillian Marcione, McMahan & Associates, were recognized by the Board. Ms. Marcione stated that the audit went smoothly with no problems. There were no significant transactions that they had corrections for, and there were four small adjustments that were already made during the course of the audit. They recommend that the inventory be counted again. Mr. Cudahy stated that the District was financially sound at December 31, 2019 with about \$3.5 million in available resources on a budget of about \$2.6 million, which is 135% of budget a strong financial position for the District. The District's net position increased by about \$342,000. There were no internal control recommendations, and a few minor adjustments resulting in a really good audit report.

b. **Motion to formally approve 2019 Audit**

By **MOTION**, second, and unanimous vote the Board approved the 2019 Audit.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

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

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

Vice Chairman Reed apologized for missing the last meeting.

9. **SUPERINTENDENT REPORT**

Superintendent Gibboni presented the Superintendent report.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager report. She additionally stated that the District is in the process of getting the survey completed for the National Park Service Right of Way Agreement that needs to be executed. She also asked if the District would like to Opt-In for the Coronavirus Relief Fund for Special Districts to reimburse the District for coronavirus related expenses. After a brief discussion the Board directed District Manager Nicholls to opt-in the District.

With no further business before the Board, the meeting was adjourned at 7:03 p.m.



Katie Nicholls, Reporting Secretary



Scott Huff, Secretary/Treasurer