



RECORD OF PROCEEDINGS

REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, NOVEMBER 13, 2023 6:30 PM

1. **CALL TO ORDER**

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

Directors Present: Matt Reed – Chairman
Mike Golden – Vice Chairman
Scott Huff – Secretary/Treasurer
Stephanie Conners – Director
Mark Gibson – Director

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

2. **COMMENTS BY THE CHAIRMAN**

None.

3. **INTRODUCTIONS OF PUBLIC PRESENT**

None

4. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the October 9, 2023 Meeting Minutes were approved as presented.

5. **MATTERS BEFORE THE BOARD**

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

Chairman Reed opened the public hearing. District Manager Nicholls presented the proposed 2024 budget. She noted that that user fees and IGA revenue were increased per agreements and previous decisions. Tap purchases have been trending down while interest has shown significant improvements in the last year. For expenses she noted that sludge hauling creased by 25%, utilities are increasing (Mountain Parks Electric by 9%), and all other expense items were calculated on past history and upcoming needs. She made note that the Congressional District Spending Grant is included, however it is contingent on the federal budget being approved with the project included. She also stated that the failure of Proposition HH has left uncertainty with the mill levy, a special session has been called by the State Legislature to address the matter. A brief discussion ensued regarding the IT provider. There being no further discussion, Chairman Reed closed the public hearing.

b. **Discussion regarding a FAMILI gap coverage policy**

District Manager Nicholls stated that at the last meeting Chairman Reed raised the topic of a potential FAMILI gap coverage policy. She stated that after consideration and discussions with Superintendent Gibboni, she feels the idea is not a good fit for the small staff size of the district. She noted that because the staff is so small, any issues can be handled on a case-by-case basis.

c. **Consideration of entering into a Unification/Dissolution Agreement with Columbine Lake Water District**

District Manager Nicholls stated that Columbine Lake Water District would need to officially decide to pursue dissolution and approve this agreement as well for it to go into effect. She outlined the agreement noting that the district would be responsible for creating a subdistrict, and would assume the loan for the waterline under the subdistrict. Columbine Lake would be responsible for creating a list of assets and handing all assets over to the district, and the cost of their required election would be their responsibility. Legal fees would be a shared expense. A brief discussion ensued regarding the Columbine Lake board's hold ups on the dissolution. By **MOTION**, second, and unanimous vote the Board approved the Unification/Dissolution Agreement with Columbine Lake Water District.

d. **Consideration of setting a public hearing for proposed miscellaneous fees increases**

District Manager Nicholls stated that the district's miscellaneous existing fees do not cover staff time and she feels the district is having all customers pay for the needs of few with lacking fees. She presented a proposed fee schedule for consideration by the Board. A lengthy discussion ensued regarding developers changing plans, phasing projects, and converting spaces and the burden it places upon district staff. The Board agreed that the fees needed to be increased beyond the recommendations and further fees considered. They asked staff to modify the list and set it for further discussion at the December meeting at which point they could set a public hearing.

6. **PUBLIC COMMENT**

None.

7. **FINANCIAL REPORTS**

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

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

Director Gibson stated he would like to ask District Manager Nicholls to get a cost estimate for an annual strategic planning retreat at the Board's convenience to be facilitated by a third party. A discussion ensued regarding potential topics to include a lengthy discussion about accepting septic pump waste and a brief mention of the District Manager review process. Vice Chairman Golden inquired about the difficulties getting septic data from the county. Chairman Reed stated

that the data was not readily available as feared. District Manager Nicholls noted she has worked through an alternative plan for information with the engineers.

9. **SUPERINTENDENT REPORT**


Superintendent Gibboni presented the Superintendent report. He noted they completed a lift station upgrade near the Adam's Tunnel.

10. **DISTRICT MANAGER REPORT**

District Manager Nicholls presented the District Manager report. Director Gibson volunteered to attend the Windy Gap Environmental Fund Grant Committee meeting on December 1st. The Board gave a go-ahead to pursue new utility billing system software. A lengthy discussion ensued regarding the office building foundation. Concerns were raised regarding the permanency of any solution pursued and the cause of the issue, specifically if water is undermining the building. District Manager Nicholls also noted that a variance request was received from the attorney for Mr. Chidley, she stated it was an incomplete request, as no payment for the special fee request was provided. A brief discussion ensued regarding the matter. The Board requested an executive session for consultation with the attorney for the district be set for the December with the special request to be considered in January.

With no further business before the Board, the meeting was adjourned at 8:15 p.m.


Katie Nicholls, Reporting Secretary


Scott Huff, Secretary/Treasurer

