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## RECORD OF PROCEEDINGS

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### REGULAR MEETING OF THE BOARD OF DIRECTORS THREE LAKES WATER AND SANITATION DISTRICT MONDAY, SEPTEMBER 18, 2023 6:30 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors was called to order by Chairman Reed, at 6:57 p.m. The meeting was held at the Administrative Building, 1111 GCR 48, Grand Lake, CO 80447, and also remotely.

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

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

2. **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 GRANT FUNDING**

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

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

3. **COMMENTS BY THE CHAIRMAN**

None.

4. **INTRODUCTIONS OF PUBLIC PRESENT**

None.

5. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the August 14, 2023 Meeting Minutes were approved as presented.

6. **MATTERS BEFORE THE BOARD**

a. **Resolution 2023-9-1; a resolution providing for the indemnification of Directors, Officers, and the employees of the district**

By **MOTION**, second, and unanimous vote the Board approved Resolution 2023-9-1; a resolution providing for the indemnification of Directors, Officer, and the employees of the district.

b. **Motion to appoint Katie Nicholls as Budget Officer**

By **Motion**, second, and unanimous vote the Board appointed Katie Nicholls as Budget Officer.

c. **Special Request: Consideration of temporary variance for 226 GCR 472 - Coffey**

District Manager Nicholls stated that the existing temporary variance for 226 GCR 472 had expired and that the property owner is requesting a new variance to come back into compliance with the District. She noted that the property owner, Donald "Skip" Coffey, had provided the required documentation and paid the special request fee as required. The property is currently "off grid" and does not have the connection to the electrical grid required to run the needed lift station. A brief discussion ensued regarding the area of the property. By **MOTION**, second, and unanimous vote the Board approved the temporary variance for Donald E. Coffey for 226 GCR 472.

d. **Discussion: Rate Study**

District Manager Nicholls presented the updated Rate Study for 2024 user fee rate consideration. She noted that the previously agreed upon plan of an annual \$6 per sfe per quarter increase was applied. She noted that Treasurer Huff reviewed the document and a public hearing has been set, with notice made, for the October 9<sup>th</sup> board meeting. A brief discussion ensued with the board ratifying the setting of the public hearing.

7. **PUBLIC COMMENT**

None.

8. **FINANCIAL REPORTS**

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

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

None.

10. **SUPERINTENDENT REPORT**


Superintendent Gibboni presented the Superintendent report.

11. **DISTRICT MANAGER REPORT**

District Manager Nicholls stated that her anniversary is next month and an annual review must occur. The Board appointed Director Gibson to lead the review at the next meeting. She further noted that she is considering applying for the OLRTA Committee with the County, with the Board's approval. The Board agreed to the plan.

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

  
Katie Nicholls, Reporting Secretary

  
Scott R.Huff (Oct 11, 2023 13:51 MDT)  
Scott Huff, Secretary/Treasurer







# September 18 2023 Meeting Minutes

Final Audit Report

2023-10-11

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