



COLUMBINE LAKE WATER DISTRICT



RECORD OF PROCEEDINGS

REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS COLUMBINE LAKE WATER DISTRICT MONDAY, NOVEMBER 18, 2024 3:00 PM

1. **CALL TO ORDER**

A regular meeting of the Board of Directors of the Columbine Lake Water District was called to order by President Mike Golden at 3:00 p.m. The meeting was held at the Administration Building, 1111 GCR 48, Grand Lake, CO 80447, and also remotely.

Directors Present: Mike Golden - President
 Philip Goes – Vice President
 Sharon Illsley – Secretary/Treasurer
 Geoff Garner – Director
 Ken Lund – Director

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

2. **INTRODUCTION OF PUBLIC PRESENT**

None.

3. **ACCEPTANCE OF MINUTES**

By **MOTION**, second, and unanimous vote the October 21, 2024 meeting minutes were approved as presented.

4. **MATTERS BEFORE THE BOARD**

a. PUBLIC HEARING: 2025 Proposed Budget

President Golden opened the public hearing, and there being no public present he immediately closed the hearing. Secretary/Treasurer Illsley noted that the notice of the proposed budget and public hearings were completed per State Statute requirements. District Manager Nicholls reviewed the proposed budget. She noted that the business insurance increased closer to 10%, as the new generator was added to the schedule.

b. Discussion: requiring all new builds to leave space for a future water meter

President Golden inquired if the Board should require new builds to leave a space or even possibly install a water meter in anticipation of the need to meter in the future. A discussion ensued regarding specifications of water meters, potential financial impact on the property owner, water meter regulations, retrofitting, and enforcement of a policy if one were created. The Board tabled the issue until more specifics on water meters was acquired.

c. Discussion: switching to quarterly billing

District Manager Nicholls stated that many property owners have made comments regarding the annual billing procedure and a desire for a different payment schedule. Additionally, there have been requests for an ACH payment option. She noted that quarterly billing would not only allow ACH payments, but that staff ultimately believes quarterly billing and the addition of ACH payments will reduce phone calls. An estimated 100 hours of labor is expected for the additional three billings, which would increase the IGA administration costs by \$4,000 per year, and there is a minimal cost, under \$250, associated with offering ACH. Due dates would need to align with Three Lakes Water and Sanitation District, the 25th of the month, and interest would need to change to 1% with the change. She concluded by noting that people can still pay for the whole year should they desire. A discussion ensued regarding benefits, ultimate costs, issues with annual billing, and customer needs. The Board directed staff to bring to the next meeting the Rules and Regulations changes necessary to switch to quarterly billing effective January 1, 2025. There was also discussion on communicating with the constituents on the matter.

5. **PUBLIC COMMENT**

None.

6. **FINANCIAL REPORTS**

By **MOTION**, second, and unanimous vote the checklist for October 2024 was approved as presented. By **MOTION**, second, and unanimous vote, the financial documents for October 2024 were approved as presented.

7. **SUPERINTENDENT REPORT**

Superintendent Mike Gibboni presented the water usage report. He stated that the district will likely have to have the clear well inspected at the springhouse in the near future. He also noted that there may be a leak somewhere as water usage has been up the last couple days, staff is on the lookout for it.

8. **DISTRICT MANAGER REPORT**

District Manager Katie Nicholls noted that the final hearing and adoption of the budget will occur at the December meeting.

With no further business before the Board the meeting was adjourned at 4:03 p.m.



Katie Nicholls, Recording Secretary



Sharon Illsley, Secretary/Treasurer









November 2024 Minutes

Final Audit Report

2024-12-16

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