

## RECORD OF PROCEEDINGS

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### MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS COLUMBINE LAKE WATER DISTRICT

#### HELD

Monday, October 16, 2017  
3:00 p.m. at the Administration Building  
1111 County Road 48  
Grand Lake, CO 80447

#### ATTENDANCE:

A regular meeting of the Board of Directors of the Columbine Lake Water District was held as shown above, and in accordance with the applicable Statutes of the State of Colorado. The following Directors were present and acting:

Bill Heffron  
Jim Kroepfl  
Charlene Penson  
Mark Trumbo  
Geoffrey Schaney

Also present: Sally Blea, Katie Nicholls, Mike Gibboni and Heather Hough- Staff

#### CALL TO ORDER:

President Heffron called the meeting to order at 3:00 p.m.

#### MINUTES:

By **MOTION** and second, and unanimous vote, the Board accepted the September 18, 2017 Minutes as presented.

Katie Nicholls, newly hired District Manager for Three Lakes Water & Sanitation, was introduced to the Board. She will train with Sally through January 5, 2018, when she will take over all District Manager duties.

#### MATTERS BEFORE THE BOARD:

##### **Certification of Resolution No 2017-10-1: Certification of a delinquent account to the Grand County Treasurer for collection on its tax rolls**

President Heffron presented this matter to the Board. A discussion ensued regarding the process and efforts to collect taken on the account referenced. By **MOTION** and second, the Board approved the Resolution to certify one account to the Grand County Treasurer, should it not be paid in full by October 31, 2017.

##### **Consideration of 2018 audit proposal by McMahan and Associates**

By **MOTION** and second, the Board approved McMahan and Associates to conduct the 2018 audit for the 2017 fiscal year at a cost of \$6,600.

### **Appointment of Budget Officer**

By **MOTION** and second, the Board approved Sally Blea as Budget Officer. Sally then presented the Board with draft budgets and noted that the first hearing on the Budget is scheduled for November 20 and a final hearing on December 18. President Heffron requested that the December meeting date be changed from December 18, 2017 to December 20, 2017. The Board unanimously agreed to the change.

### **Late payment penalties**

A discussion ensued regarding late payment penalties and whether the Board should consider an increase in its late payment penalty. The District is allowed to charge up to five percent a month, but currently charges a one-time fee of \$25.00. Different late fee increase options were discussed. It was noted that a public hearing would be necessary to increase late fees. The Board unanimously agreed to have a public hearing at the December meeting to consider an increase of late fees.

**PUBLIC COMMENT:** No public present

### **CHIEF OPERATOR REPORT:**

Mike stated that everything is in line with last year. A leak in a customer's home occurred last week, which caused a significant amount of damage.

### **FINANCIAL STATEMENTS:**

A brief discussion ensued regarding the cost for a fire hydrant repair that was hit last winter by someone. By **MOTION** and second, the checklist for September was accepted as presented. The Financial Statements were accepted as presented.

### **DISTRICT SECRETARY REPORT:**

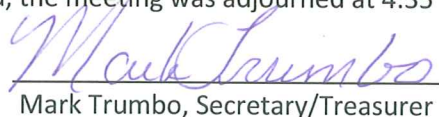
Sally provided background information on taps of record for vacant (never developed) land with tap fees originally paid to Columbine Lake Water & Sanitation District. Sally noted that Three Lakes Water & Sanitation District is currently discussing possibly applying a Capital Improvement Fee, which is the difference between what the tap was originally paid for, and the cost of a tap today. It was suggested that Columbine Lake Water consider incorporating such a fee on these taps, as the majority of the vacant land has been vacant for over 30 years. Costs have increased over the 30 years. The Board agreed to await the outcome of the Three Lakes District, perhaps after the first of the year, before pursuing this type of fee for those water taps purchased through Columbine Lake Water & Sanitation District. President Heffron referenced a Court case in Highlands Ranch regarding sanctions for taps that sat of record for a long period of time, were not contributing to the system, and sanctions were imposed. Information will try to be gotten on this case for further review.

In an impromptu question from Director Kroepfl about why a blue circle appears in tubs and sinks, Mike responded that it is due to the copper in the pipes within the house. A red color would be due to iron.

The next meeting date will be November 20, 2017.

There being no further business to be brought before the Board, the meeting was adjourned at 4:35 p.m.

  
Sally Blea, District Manager

  
Mark Trumbo, Secretary/Treasurer