

MINUTES OF THE REGULAR MEETING OF
SPRING CANYON WATER AND SANITATION DISTRICT
HELD
November 15, 2023

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, November 15, 2023, at 6:00 p.m.

ATTENDANCE

Directors in Attendance

Tim Schmitt, President
Rick Emery, Vice President
JJ Gerard, Treasurer
Chris Goemans, Director

Absent and Excused

Tim Mather, Director

Also, In Attendance

Chris Olson, Darla Howard, Tayler Pelletier SCWSD
Justin Beckner, CivilWorx
Others:

**ADMINISTRATIVE
MATTERS**

Call to Order -The Regular Meeting of the Board of Directors of Spring Canyon Water & Sanitation District was called to order by Chairman Schmitt 6:03 p.m. He noted that a quorum was present. All Directors also confirmed their qualifications to serve on the Board, and that prior to the meeting they had been notified of the meeting.

Agenda - Upon motion duly made by Director Gerard, seconded by Director Emery, it was unanimously **RESOLVED** to approve the November 15, 2023 agenda as presented.

Approval of Minutes -The Directors reviewed the minutes of the October 25, 2023 Regular Meeting. Upon motion duly made by Director Gerard, and seconded by Director Goemans, it was unanimously

RESOLVED to approve the Minutes of the October 25, 2023 Regular Meeting.

Public Comments – There were no public comments.

**FINANCIAL
MATTERS**

Disbursements – The Directors reviewed the October 2023 Disbursements identified by checks #3834 through #3881 totaling \$158,300.44. Upon motion duly made by Director Emery, and seconded by Director Gerard, it was unanimously

RESOLVED to ratify the October 2023 Disbursements totaling \$158,300.44

Fiscal Year 2024 Draft Budget – Manager Olson presented the second Fiscal Year 2024 Draft Budget for perusal, comments, and questions. After discussion and review, the Directors agreed that as long as Fort Collins Loveland Water District's 2024 Rate increase did not exceed the 5 – 10% threshold and considering increased interest income and system improvements in 2023, customer service rates will remain the same for Fiscal Year 2024. Water and sewer tap fee increases will be presented at the November 29, 2023 Rate Hearing for public comment and review. Manager Olson presented information and importance of establishing a Capital Reserve Fund Cap Policy in 2024.

**OPERATIONS
AND
MAINTENANCE
MATTERS**

Engineer's Report -. The Directors reviewed the Engineer's Report provided by Justin Beckner. After discussion and review, and upon motion duly made by Director Gerard, seconded by Director Goemans, it was unanimously

RESOLVED to approve CivilWorx Task Order 2023-04 Sandstone Tank Replacement Design.

Operations Report – The Directors reviewed the Operations Report prepared by Tayler Pelletier.

**MANAGEMENT
MATTERS**

Manager Olson reviewed his report with the Directors. Upon discussion and review of the response received from the SRF Project Manager outlining the probability of receiving any loan forgiveness or even funding of a loan, the Directors agreed the District has gone as far as is financially responsible in pursuing the WPCRF Loan program awards.

**EXECUTIVE
SESSION**

Upon motion duly made by Director Gerard, seconded by Director Emery, it was unanimously

RESOLVED to convene in Executive Session, pursuant C.R.S. 24-6-402(4)(f) for discussion of personnel matters.

Chairman Schmitt reported, "It is November 15, 2023 and the time is 7:53p.m. I am the presiding officer of the Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District. As required by Colorado Open Meetings Laws, the Executive Session is being recorded. Present: Rick Emery, James Gerard, Tim Schmitt, Chris Goemans, and Chris Olson. The Board was advised to confine all discussion to the stated purpose of the Executive Session. The Board was further advised that if at any point in the Executive Session, a participant believes that the discussion is beyond the proper scope of the Executive Session, such participant should interrupt the Executive Session and make an objection. Executive Session ended at 8:57 p.m. Present at the conclusion of the Executive Session were Tim Schmitt, Rick Emery, James Gerard, and Chris Goemans. The Board did not engage in substantial Discussion of any matter not enumerated in C.R.S. 24-6-402(4)(f). The Board did not adopt any proposed policy, position, rule, regulation, or formal action.

The public meeting was reconvened 8:58 p.m.

NEXT MEETING

The Public Rate Hearing is scheduled for Wednesday, November 29, 2023. The next Regular Board Meeting and Budget Hearing is scheduled for Wednesday, December 6, 2023.

ADJOURNMENT

Upon motion duly made by Director Emery, seconded by Director Gerard, and it was unanimously

RESOLVED to adjourn the meeting at 8:58 p.m.

Respectfully submitted,

Darla Howard

Darla Howard, Secretary

