

RECORD OF PROCEEDINGS

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

HELD

Monday, November 21, 2016
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

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

CALL TO ORDER

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

MINUTES

By **MOTION** and second, the Board accepted the October 17, 2016 Minutes as presented.

MATTERS BEFORE THE BOARD

By-Laws – Need For: The Board had a lengthy discussion in regards to whether to incorporate By-Laws. The Board reviewed the stipulations that would cause the need for such By-Laws to be incorporated. It was agreed that Board members were to review Three Lakes' By-Laws and discuss at next board meeting whether there is a need for such By-Laws.

Board Vacancy: There has been no interest to fill the vacant seat on the Board. The Board decided to send a reminder of the vacancy with the yearly billing in January. Director Kroepfl volunteered to announce the vacancy again at the next HOA meeting.

First Hearing: Budget review for year 2017

The first hearing on the proposed Budget for 2017 was opened by the President. There was no public present for this hearing. The proposed Budget was reviewed with the Board by staff. It was discussed at length whether an increase in the water rates is warranted, including whether automatic rate increases should be had every couple of years. The Board did not enact a rate increase for now but will continue this type of discussion in February at the earliest, noting that the focus may be on the Reserve Fund to be able to fund future projects and maintain a good emergency status. The Emergency Service Line Break Fund was

reviewed as well. It was the consensus of the Board to apply the \$50 per customer fee again in 2018 to replenish the fund to keep it at an optimal level. The application of the fee will be noted in the 2017 Billing Statement as a notice to all customers. There being no further discussion on the proposed Budget, the Budget hearing was closed.

Susan Bishop– 623 Kinnikinnick: claim for plumbing damages

As of this date, no new invoices have been submitted by Ms. Bishop. Discussion was had regarding the fact that the prior invoice submitted did not have details of work done and individual costs. A letter will be mailed to her requesting that any further work performed for her shall show the details of the work. The Board also directed staff to always receive estimates from local contractors within the County when claims are to be submitted for reimbursement so that the Board may do a cost comparison when reviewing the claim, to be sure that out-of-county travel costs and travel time will not be considered in reimbursement costs.

PUBLIC COMMENT: No public present

CHIEF OPERATOR REPORT

A review of the water usage report was had. Mike reported that a water line break occurred on Alpine. A crack on the service line was found near the connection to the water main. It will be paid for via the Emergency Water Service Line Fund. The water was off for several hours. Customers were notified by Operators placing notices on the doors of the homes. Several customers called in to the office that their water was gray in color. Mike explained that this is because of the disturbance in the water main but can be cleared by running the water for a period of time. The Board directed staff to include this remedy in a future newsletter.

FINANCIAL STATEMENTS

By **MOTION** and second, the checklist for October was accepted as presented. The Financial documents for October were reviewed and accepted as presented.

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


Heather Hough, District Secretary


Mark Trumbo, Secretary/Treasurer