

**MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
MT. CRESTED BUTTE WATER AND SANITATION DISTRICT
December 12, 2023**

Regular Meeting of the Mt. Crested Butte Water and Sanitation District (District) Board of Directors was held at 5:00 pm on Tuesday, **December 12, 2023**, via <https://zoom.us/my/mcbwsdboardmeeting>.

Members of the Board of Directors in attendance at the Regular Board Meeting were as follows:

Nancy Woolf - Chair, Brian Brown - Board Member, Jonathan Ferrell - Treasurer and Jenn O'Brien - Board Member

Nancy Grindlay - Vice Chair had an excused absence.

Also present were:

Mike Fabbre - District Manager, Bryan Burks - Wastewater Supervisor, Tracy Davenport - Accounts Payable Coordinator, Kent Fulton - Finance Manager/Secretary, Kyle Koelliker - Water Supervisor, Marcus Lock - District's Attorney, Kim Wrisley - Recorder

Members of the public were also present

Board Meeting Agenda

1. Call to Order

- The regular meeting of the Board of Directors was called to order by Woolf at 5:05 pm and a quorum was present.

2. Citizen Comment Period

- No citizens presented comments.

3. Approve Meeting Minutes

- November 14, 2023.

MOTION by Brown and seconded by O'Brien to approve the November 14, 2023 regular meeting minutes as submitted. Motion voted in favor.

4. District Manager Report

- Fabbre highlighted a few items and noted that additional items can be seen on the report included in the agenda packet.
- Fabbre reported the Meridian Lake Park Water Treatment Plant has been approved by CDPHE for the pre-treatment project and the final plans/specifications have been added to the Record of Approved Waterworks, which was the final step in closing out the project with the State.
- There was a review of the Compliance Report Deadlines for the year 2023. The District is tracking well on its multi-year roll out schedule with the State.

5. November 2023 Financial Report

- Fulton reported that November had expected usage/billing numbers and there were no major issues during the month.
- In 2024 there will no longer be separate financial numbers for Meridian Lake Park.
- There was a review of November "Repairs and Maintenance" expenses and the budget is tracking as anticipated for the year.

MOTION by Brown and seconded by O'Brien to approve the November 2023 Financial Report. Motion voted in favor.

6. Draft 2024 Budget

- Fulton reported that since the Colorado legislature passed Senate Bill 23B-001 following the failure of Proposition HH in the November election, the amount of property tax revenue that the District will receive in 2024 will not be certain until Gunnison County provides its updated calculations on January 10, 2024. The budget submission deadline for the District has been extended to January 17, 2024.
- Fulton requested temporary approval of the miscellaneous fee schedule as well as quarterly Availability of Service (A/S) rates for 2024 until the budget is finalized in January. A/S customers are billed at the end of December for the first quarter of the year and potential adjustments to customer account balances can be made in the second quarter after final approval of the 2024 rates has taken place.

MOTION by Brown and seconded by Ferrell to approve an increase to the miscellaneous fee schedule and a temporary 8% increase to the Availability of Service rates, effective January 1, 2024 until the final budget approval has occurred. Motion voted in favor.

7. Legals

- Lock reported that he has been working with Fabbre on the Upper Prospect and North Village projects.

8. New/Old Business Before the Board

- There was not any new or old business reported.

9. Executive Session

- Potential executive session for discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) (District Manager Annual Review) and NOT involving any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

MOTION by Woolf and seconded by Brown to move into Executive Session at 5:30 pm with Lock joining the session. Fabbre gave his consent for the matter to be discussed in Executive Session. Motion voted in favor.

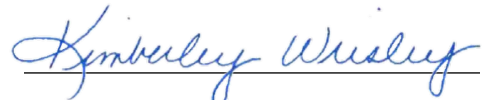
MOTION by Brown and seconded by Ferrell to exit Executive Session at 6:42 pm. Motion voted in favor.

- The Board suggested that a Board “Employee Retention and Engagement” subcommittee be formed to help support the District with ideas and input regarding how to retain employees in a very competitive and challenging workforce environment.

MOTION by Brown and seconded by Ferrell to initiate an Employee Retention and Engagement subcommittee and to appoint Woolf and O’Brien as members of that subcommittee. Motion voted in favor.

10. Adjourn

MOTION by Woolf and seconded by O’Brien to adjourn the regular board meeting at 6:51 pm. Motion voted in favor.



Drafted by: Kimberley Wrisley



Submitted by: Kent Fulton