

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
GENESEE WATER & SANITATION DISTRICT**

**HELD**

Monday, November 14<sup>th</sup>, 2023  
At 5:00 p.m. at the Genesee Water & Sanitation District Administrative Bldg.  
2310 Bitterroot Lane  
Golden, CO 80401

**ATTENDANCE**

A Regular Meeting of the Board of Directors of the Genesee Water & Sanitation District of Jefferson County, Colorado was held as shown above, and in accordance with the applicable statutes of the State of Colorado with the following Directors present and acting:

Gary Anderson – In Person  
Dan Hartmann – In Person  
Wayne Forman – In Person  
Branch Russell – Zoom  
Jim Hurd – In Person

Also present in person were:

Chris Brownell, District Manager  
Bob Calley, Superintendent  
Erin Carriere, Director of Administration  
Katie Ostrander, Administrative Assistant  
Nathan Van Shaik, Resident  
Mike Groselle, Resident

By Zoom video teleconference:

Christina Jantze  
Kevin Doyle, Foundation Liaison  
Bill Deeley  
Dylan Woods, Legal Counsel

**CALL TO ORDER**

President Anderson called the meeting to order.

**CHANGES, ADDITIONS, APPROVAL OF AGENDA**

- A) Item no. 9 will be moved to no. 1 on the agenda. Also adding to the agenda, the approval to allow Manager Brownell to sign the closing documents on the Park Point Property.

## RECORD OF PROCEEDING

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### MINUTES

Motion to approve October minutes: President Anderson  
Second: Mr. Forman  
Votes: All  
Motion passed

### RESOLUTION TO AUTHORIZE MANAGER BROWNELL TO SIGN THE CLOSING DOCUMENTS FOR THE PARK POINT PROPERTY.

- A) Accept resolution 23-1101: President Anderson  
Second: Mr. Hurd  
Votes: All  
Motion passed

### PUBLIC HEARING 2024 DRAFT BUDGET & RATES/FEES CONSIDERATION

- A) Discussion amongst the Board regarding numerous items on the budget took place and the budget was reviewed in detail.
- B) Discussion regarding where the proceeds from the Park Point sale should go. It was agreed that the \$248,843.50 would be moved to capital reserve.
- C) Manager Brownell asked for confirmation that the budget as it stands will have final approval at the December 5<sup>th</sup> hearing with no further changes. President Anderson confirmed.

### MANAGER UPDATES

- A) Nothing new to report.

### PROPOSED CHANGES TO DISTRICT'S OBSERVED HOLIDAYS AND GENERAL LEAVE POLICY

- A) Approve addition of 2 paid holidays for GWSD Personnel (currently 7 paid holidays/yr. Average in our industry is 11.4 paid holidays)
- B) Approve General Leave Policy to discontinue practice of accrual and subtraction of general leave for holidays and lower general leave accrual rates accordingly.
- C) Motion to adopt the staff recommendation re: observed holidays and general leave policy: Mr. Anderson  
Second: Mr. Forman  
Discussion regarding carryover, which did not pertain to the proposed changes. That will be discussed at a later date.  
Votes: 4 yes, 1 no  
Motion passed

### SUPERINDENTENT UPDATES

- A) Nothing new to report.

### DIRECTOR OF ADMINISTRATION UPDATES

- A) Nothing to report.

DISCUSSION OF BOARD/LEGAL COUNSEL COMMUNICATION

- A) President Anderson mentioned the only authorized Board Members of the Foundation to contact legal counsel in the past have been the President of the Board and the Manager. The Genesee Fire and Rescue have a policy that the Fire Chief is the only one who is authorized to contact legal. Legal Counsel Mr. Woods reviewed what is "normal" and from an economic approach he suggests only having a few board members who have the authority to reach out to legal, in order to keep legal costs lower.
- B) Mr. Anderson suggests that anyone who has a legal issue, they bring it to the President of the Board or the Manager of the District. There was a discussion amongst the Board. No Board Member can go around the Manager or the President of the Board. Operating agreement that was agreed upon is that any board member who has an issue they want to take to legal takes it to the Manager or Board President OR A board member can bring it to the board. As long as there is majority vote, then legal can be contacted.

LEGAL REPORT

- A) Nothing to report

OLD BUSINESS

NEW BUSINESS

**ADJOURN**

Motion: Thereupon, a motion was made by Mr. Anderson and seconded by Mr. Hartmann to adjourn the meeting. The motion passed unanimously.