

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

**HELD**

Tuesday, December 7th, 2021  
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:

David Pezzutti – In Person  
Branch Russell – In Person  
Frank DeFilippo – Absent  
Jim Hurd – In Person  
Cynthia Corbett – In Person

Also present in person were:

Gary Anderson –Liaison (to the Water Board)  
Scott Jones, District Manager  
Chris Brownell, Superintendent  
Erin Carriere, Director of Administration  
Katie Ostrander, Administrative Assistant  
Carl Osborne, Water Operator  
Greg Livin, Auditor with WIPFLI, LLP

By Zoom video teleconference:

Barbara Stanton, Resident  
Becky Smith, Resident  
Alix Grillo, Resident  
Carolyn Steffl, Legal Counsel

**CALL TO ORDER**

Chairman Pezzutti called the meeting to order. Motion made by Director Russell to excuse Frank DeFilippo. Second by President Pezzutti. Motion passed unanimously.

**ENTERPRISE BUSINESS:**

## RECORD OF PROCEEDING

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### MANAGERS REPORT

- A) Water Withdrawn and Water Returned to Bear Creek & Stream Flow –Took out 7,179,000 gallons and returned 6,982,000 gallons through treated effluent, for a 97% return during the month of November. Also returned 816,000 through our Dakota Well #1 for winterize replacement obligations.

The Water Withdrawn and Returned Report(s) for the month of November will be incorporated within and made part of these minutes by attachment.

### SUPERINTENDENTS REPORT

- A) NTU & Cl2 Report

### ADMINISTRATION REPORT

- A) Aging Report - \$39,000.00 owed to us from our customers.
- B) Cash Disbursements - \$7,000 in checks for the month of November.
- C) Cash and Investments – Total cash and investments on November 30, 2021 is \$477,671.

### RESERVOIR NO. 1 ENLARGEMENT PROJECT

- A) Meeting scheduled for Friday December 10<sup>th</sup> with the engineers at W.W. Wheeler. Looking at bringing the wall down and offsetting that with additional excavations. There was discussion amongst the Board.

### **DISTRICT BUSINESS:**

#### PUBLIC HEARING - RATES & FEES

Motion to open public hearing for rates & fees: Director Russell

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

Manager Jones reviewed the rates and fees that he was asked to build out at the previous board meeting. He first discussed capital replacement and explained how it was calculated and explained the details. Next, he discussed water usage base fee increase and spoke about the historical usage spreadsheet that is used as a tool to calculate different usage fee increases. Sewer fees were discussed next and Manager Jones explained the increase.

President Pezzutti explained to the residents on the call the reasons why we need to increase the fees. First, the audit identified a few items of note that the District needs to address and that will require more monetary resources, next the reservoir expansion needed to improve our water resources and protect our water rights. Lastly, increases in expenses specifically in legal to protect our water rights. Lastly, the District is not allowed to make a profit, therefore we need to prepare for heavy moisture years where usage is lower and therefore revenues are lower. When those years happen, we do not want to drain our reserves to pay the bills.

Manager Jones confirmed that the Board decided to keep the Mill Levy flat at 9.393 which will generate additional revenues, and those related revenues will be held in a debt service reserve account.

## RECORD OF PROCEEDING

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An average user in Genesee uses 7,000-8,000 gallons every 2 months, and with the sewer charge and capital replacement fees, this reflects a bill of about \$258.00. The average user's bill with the increased fees will now be about \$304.00.

Manager Jones said the construction usage as well will increase for inside and outside of the District. Sewer for commercial will increase as well and this is proportioned based on the residential rate.

Motion to adopt rate & fee increase: Director Hurd

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

Joint motion to close the current public hearing for rates and open public hearing for budget:

Director Russell

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

### BUDGET

Manager Jones stated that there are 3 resolutions that will need to be adopted at the meeting. He reviewed the different sections of the budget with the Board. The Board was complimentary of all changes made for the third draft of the budget and acknowledged it was a substantial amount of work completed in a short time frame.

First resolution to adopt is approving the summarization of all expenditures and adopting the 2022 budget.

Motion to adopt first resolution: President Pezzutti

Second: Director Hurd

Votes: All

Result: Motion passed unanimously

Second resolution to adopt is keeping the Mill Levy flat at 9.393 Mills.

Motion to adopt the second resolution: Director Russell

Second: Director Corbett

Votes: All

Result: Motion passed unanimously

Third resolution to adopt is the ability to spend the money as set forth in the 2022 budget.

Motion to adopt the third resolution: Director Russell

Second: Director Corbett

Votes: All

Result: Motion passed unanimously

Motion to close public hearing: Director Russell

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

### MINUTES

## RECORD OF PROCEEDING

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November 16, 2021 Regular Public Meeting Minutes – 2 minor changes and minutes accepted.

Motion to accept with the corrections noted: Director Russell

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

### LEGAL

- A) Ms. Steffl wanted to provide an update on the open managers position search committee. She stated that the search committee will be subject to the open meetings law, just like the District. An agenda is required to be posted 24 hours prior, and the public needs the ability to join. The search committee can still have executive sessions once the applications have come in. She detailed the rules further to the Board. Ms. Steffl also detailed the next steps for the search committee.

### PROPOSED 2022 MEETING SCHEDULE

Dates for the monthly board meetings have been set for the 4<sup>th</sup> Tuesday of each month, except for November and December, with the understanding that the dates can be changed if needed.

Motion to accept meeting schedule: Director Hurd

Second: President Pezzutti

Votes: All

Result: Motion passed unanimously

### POSTING LOCATIONS AND SPECIAL MEETING NOTICE

Motion to accept meeting posting locations as presented: Director Russell

Second: Director Corbett

Votes: All

Result: Motion passed unanimously

### OLD BUSINESS - NONE

### NEW BUSINESS

Personnel matters - will happen in executive session at the end of the regular meeting.

Lookout Mountain came to the District asking for help with water for a short time to aid in an emergency. Mr. Brownell explained the situation and asked that the Board decide soon so that we can go back to them to let them know what it will cost them. There was much discussion between the Board on this topic and it was ultimately decided that the Board did not want to charge Lookout Mountain less than the Genesee customers. The Board decided to raise the rates for construction usage so that they would be able to in turn charge Lookout Mountain \$35.00/1,000 gallons used if they do need our help. Director Corbett volunteered to be the Board member to talk to if needed for Lookout Mountain. To approve, the public meeting was re-opened.

Motion to reopen public hearing: President Pezzutti

Second: Director Russell

Votes: All

## RECORD OF PROCEEDING

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Result: Motion passed unanimously

Motion to increase bulk water to \$35.00/1,000 gallons: Director Hurd

Second: Director Corbett

Votes: All

Result: Motion passed unanimously

Director Hurd asked if we supply free water to anyone in the District. The answer is the W&S District facilities as well as the Genesee Fire Department. Director Hurd also asked about the customers who are tax exempt and asked how much those customers bills are to see if it is worth charging them the difference in 2022. This is a discussion that will be on the January agenda.

Motion to close public hearing: Director Russell

Second: President Corbett

Votes: All

Result: Motion passed unanimously

Ms. Stanton, a resident, asked about fire hydrants, and who is in charge of them and how many we have. Mr. Brownell said that we have 383 and it is GWSD's responsibility to maintain and test annually.

### ADJOURN

Motion: Thereupon, motion made by Director Russell and seconded by President Pezzutti to adjourn the meeting. The motion passed unanimously.

RECORD OF PROCEEDING

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Board of Directors Meeting – December 7th, 2021

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Scott Jones, District Mgr.

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David Pezzutti, President/Chairman

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Branch Russell, 1<sup>st</sup> Vice President

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Frank DeFilippo, Secretary/Treasurer

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Cynthia Corbett, Vice President

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Jim Hurd, Vice President