

# RECORD OF PROCEEDINGS

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## MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS NORTH SHORE WATER DISTRICT

### HELD

Wednesday June 19, 2019  
6:30 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 North Shore 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:

Kevin Manship –Via telephone  
Jim Simoni-Director  
Jeannie Wilkinson – Vice President  
Tim Good-Secretary/Treasurer

Also present:

Staff: District Manager Katie Nicholls, District Bookkeeper Diane Temple, and District Secretary Jessica Selvog.

Public: Deborah Spencer

### CALL TO ORDER:

Vice President Jeannie Wilkinson called the meeting to order at 6:30 p.m.

### MINUTES:

By **MOTION** and second, the Board approved the Minutes from May 22, 2019 as presented.

### MATTERS BEFORE THE BOARD:

#### **2018 Audit Presentation – Crady, Puca and Associates**

Laura from Crady, Puca and Associates was present via telephone for the NSWD 2018 audit presentation. Discussion about keeping copies of all checks on hand ensued with the Board and the Auditor. It was agreed upon that anything out of the ordinary will be copied and kept in the office. Budgeting and recording for the enterprise fund, general fund and the capital fund will likely be combined in the future. It was suggested that a PDF be kept of the quarterly statements for quick reference. It was also suggested that a new account number be given when the property changed ownership. It was explained that the account number stays with the property. Katie Nicholls is looking into having Day and Associates file the audit exemption next year. By **MOTION, second and unanimous vote the 2018 audit was approved.**

**PUBLIC HEARING: Resolution 2019-6-1**, a resolution amending the Rules & Regulations to include certification of delinquent accounts.

Vice President Jeannie Wilkinson opened the Public Hearing. Katie stated that per the Board's request the Rules and Regulations have been updated to include certification of delinquent accounts. Certification is an option available to Water and Sanitation Districts through Colorado State Statute that allows collection of delinquent fees via the county property tax rolls.

There being no public comments the Public Hearing was closed.

By **MOTION**, second and unanimous vote Resolution 2019-6-1; a resolution to amend the Rules and Regulations to include certification of delinquent accounts was approved as presented.

**Consideration of appointment of Deborah Spencer**

After a brief discussion the Board agreed to wait to postpone the consideration of appointment of Deborah Spencer until the July meeting to allow the vacancy to be noticed on the July quarterly bill.

**PUBLIC COMMENT:**

No public comments.

**FINANCIAL STATEMENTS:**

By **MOTION** and second, the Board approved the May 2019 checklist as presented.

By **MOTION** and second, the Board approved the May 2019 financial documents as presented.

**MATTERS FOR DISCUSSION AS BROUGHT FORTH BY BOARD MEMBERS:**

Following up from a previous meeting question District Bookkeeper Diane Temple explained that Mountain Parks Electric does take payments online, however they will be instating a fee beginning August 2019. She also checked into how many water taps are allowed per lot. The Rules and Regulations state that one tap per dwelling is allowed.

**SUPERINTENDENT REPORT:**

Lead Operator Tim Good reported that the water usage continues to be high. A fire hydrant was the source of one leak and was fixed 6-14-19. There are two other leaks that are on GCR 647 and 6482. Both leaks are on private property and the owners of the properties have been notified.

**DISTRICT MANAGER REPORT:**

Katie Nicholls reported that the state law regarding posting agendas is changing in August 2019. We now will only need to give 24 hour notice for meetings and are only required to post online. After a brief discussion it was decided that Staff would continue to post paper agendas at the post office and the Three Lakes Water and Sanitation District office.

The SDA Conference is September 18-20 in Keystone, C.O. Lodging reservations will open up July 1, 2019

**DISTRICT SECRETARY REPORT:**

District Secretary Jessica Selvog, stated that around 25% of owners have signed up for email billing. Staff will continue to collect customer emails for billing.

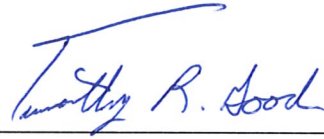
By **MOTION** and second, with no further business to be brought before the Board, the meeting was adjourned at 7:34 p.m.

Next Board meeting will be **July 17th, 2019**



Handwritten signature of Jessica Selvog in blue ink, written over a horizontal line.

Jessica Selvog, Recording District Secretary



Handwritten signature of Timothy R. Good in blue ink, written over a horizontal line.

Tim Good, Secretary/Treasurer