

# STRATMOOR HILLS WATER DISTRICT

Board of Director's Meeting

Agenda

January 18, 2023

3:00 PM

- I. Approval of Minutes
  - a. December 07, 2022, Regular Meeting
- II. Approval of Agenda
- III. Public Comment
- IV. Unfinished Business
- V. New and Miscellaneous Business

## **W-1. Adopting Official Meeting Place/Time and Posting Places – Action Item (Niles)**

The purpose of this Agenda item is to set the official meeting place and time of the Board of Directors and places of posting for notices of the district meetings in 2023.

Suggested motion . . . “to approve the designation of the location, dates and time of the 2023 Regular Meetings of the Board of Directors of the Statmoor Hills Water District as follows: Stratmoor Hills Fire Department, 2160 B Street in El Paso County on the third Wednesday of each month, beginning at 3:00 PM, except for the December meeting, which will be held on December 6<sup>th</sup>. The annual Budget Workshop will be held on October 4, 2023. All required District notices will be prominently posted at the Stratmoor Hills Fire Department, the Stratmoor Hills Water District office, located at 1811 B Street, and the Stratmoor Hills Elementary School located at 200 Loomis Avenue.”

## **W-2. Confirmation of Services for 2022 Audit -Action Item (Niles)**

The Hoelting & Company provided an Understanding of Services letter to the District to confirm the services to be provided to conduct the 2022 audit for the Water District  
The fee for services will be \$11,130

Suggested motion “... to authorize Hoelting & Company to perform the 2022 Audit as set forth in the understanding of the Stratmoor Hills Water District services letter.

## **W-3. Approval of Resolution No. 2022-01 – Action Item (Niles)**

The Board must appoint a Designated Election Official (DEO) for the May Board of Directors Election at this time and staff is recommending Kevin Niles be appointed the DEO.

Recommended motion....” To adopt Resolution 2023-01 to appoint Kevin Niles as the Designated Election Official (DOE) for the May 2, 2023, Election.”

**W-4. Approval of Resolution No. 2023-02 – Action Item (Niles)**

The regular election of the eligible electors of the District shall be held on May 2, 2023, between the hours of 7:00 A.M. and 7:00 P.M. in accordance with Uniform Election Code. At the time, three (3) Directors will be elected to serve a four-year (4) term.

Recommended motion "... to adopt Resolution No. 2023-02 to conduct an election on May 2, 2023, to elect three (3) Directors that will be elected to serve a four-year (4) term for the Stratmoor Hills Water District.

**W-5. Resolution No. 2023-03 Amending Water Rates – Action Item (Niles)**

After carefully evaluating the existing water rate structure the Board has determined that a 3% rate increase is needed to provide adequate funding for the Water District. This increase will raise the average water bill by roughly \$5 per month and it will allow infrastructure improvements to continue as needed.

Suggested Motion "... to approve a resolution that increases the water rates by 3% across the board as presented, effective February 1, 2023."

**W-6. Master Service Agreement with Timber Line Electric – Action Item (Niles)**

Timber Line Electric provides state-of-the-art SCADA Technology to the District. They have been providing SCADA Services to the District since 2021. The District needs to renew our Master Service Agreement with Timber Line for continuous SCADA services.

Suggested Motion "... to approve the Master Agreement with Timber Line Electric to maintain a working SCADA System for the District."

**W-7. 2023 Budget Updates - Informational Item (Niles)**

The 2023 Budget with budget message and associated paperwork have been filed with the County Assessor and the Colorado Department of Local Affairs. This information can be found at [www.colorado.gov/pacific/dola](http://www.colorado.gov/pacific/dola) under local government.

**W-8. Notice to Electors – Transparency Notice - Informational Item (Niles)**

The notice containing contact information for the District, along with the times and locations designated for regularly scheduled meetings will be submitted to the SDA and the District Website for posting.

**W-9. Water/ Wastewater Technician Pay Scale – Discussion/ Action Item (Niles)**

The District is having a difficult time recruiting qualified workers to fill the Water/ Wastewater Technician position. Most applicants are requesting \$22-\$25 per hour starting rate. Currently, the starting rate is set at \$17-20 per hour. It may be necessary to adjust this

starting rate and amend the hourly rates for all current entry level technicians. The Board of Directors needs to discuss options related to the pay scale for Water/ Wastewater Technicians.

VI. Manager's Report

VII. Safety Committee Report

VIII. Financial Reports

X. Other Business

XI. Adjournment