

**Board of Directors Regular Meeting - Minutes**  
**Stratmoor Hills Water District**  
**December 6, 2023**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Board of Directors, held Wednesday, December 6, 2023, was called to order by President Robert Colgrove at 3:10 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox and Director Richard Dull

Absent: Director Cindy Dent

Staff: District Manager, Kirk Medina

Public: None

**Approval of Minutes**

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of November 15, 2023, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

**Approval of Agenda**

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

**Public Comment**

None.

**Unfinished Business**

None.

**New and Miscellaneous Business**

**W-1. 2024 Water Rate Increase Public Hearing**

The 2024 Water Rate and Fee Increase Hearing was held and no one from the public was present to ask questions regarding the proposed rates and fees. The District Manager pointed out that the overall increase for existing customers would average about 4%. Rate tables and cost comparison data were included in the Board packets. The Board will take action on this item at the January 9, 2024, Board Meeting.

## **W-2. 2024 Budget Approval**

The Stratmoor Hills Water District 2024 Budget was included in the Board packet and the District Manager reported that he added \$100,000 to Capital Expenditures for the cost to repair Well 4 and the Board agreed that these funds should be included. He stated that this was the only change made from the previous draft budget that was presented. With no further questions, Director Pesicka moved to adopt the Stratmoor Hills Water District's final budget as presented, and set the mill levy rate at zero for the Water District for the year beginning January 1, 2024, and ending December 31, 2024. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

## **W-3. Colorado Springs Utilities Agreement to Provide Standby Regional Water Service**

A draft of the proposed Colorado Springs Utilities (CSU) agreement to provide standby regional water service was included in the Board packet. The District Manager explained that CSU staff is preparing to get approval from their Board in January or February of 2024. He reported that he reviewed the agreement carefully, and Andrew Swan, the District's counsel, will also review it for contractual accuracy, prior to the next Board meeting in January. The District Manager stated that CSU is motivated to approve this agreement because it will improve the physical structure that is used to deliver Stratmoor Hills water from their distribution system. The funding needed for the potential delivery of up to 175 acre-feet of additional water was included in the 2024 budget. The Board is prepared to take action on this item at a future meeting.

## **W-4. January 2024 Board Meeting Date Change**

The District Manager stated that due to State legislative changes, he is requesting the January Board Meeting be moved up to January 9, 2024, so the mill levy can be certified prior to the January 10, 2024 deadline. Director Pesicka moved to hold the January 2024 Board of Directors meeting on Tuesday, January 9, 2024, at 3:00 pm. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

## **Manager's Report**

A Manager's Report describing significant activities that took place during the month was included in the board packet. The District Manager reported the invoice for the radio repeaters was received and the costs were lower than anticipated. For this reason, he does not recommend submitting it to insurance. There was discussion regarding property damage at 7 Jewel Ave. resulting from a hose bib left open when restoring water service after replacing the water main. The Colorado Special District Pool insurance adjuster will determine the extent of the damage. The manager explained that Air Force personnel are requesting the Environmental Service Agreement that reimburses the district for operational costs, be renewed in January 2024, rather than August 2024 to help ensure funding is available upon request. This will likely be an agenda item next month. The manager reported that he attended a DOLA Financial Workshop that explained how funding for long term capital projects can be obtained. He anticipates that this may be necessary for the recoating of the South Booster tank.

### **Safety Committee Report**

Director Willcox stated the Safety Committee has not held its December meeting yet and there was nothing to report.

### **Financial Reports**

The District Manager stated the Financial Reports for November have not been completed yet and he will email it out to the Directors once it is complete.

### **Executive Session**

A Motion was made by Director Pesicka to enter into executive session to discuss personnel matters pursuant to C.R.S. 24-6-402(4) (f), involving the performance evaluation of the District Manager. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

### **W-5. Completion of Trial Period for District Manager, Kirk Medina**


President Colgrove reported that the Board of Directors have signed a letter of Successful Completion of Trial Period for the district manager, and they agreed that a complete performance evaluation shall be conducted in September 2024. A motion was made by Director Pesicka to approve and confirm the successful completion of the Trial Period for the District Manager, Kirk Medina. Second provided by Director Willcox. All Ayes – motion passed unanimously 4-0.

### **Other Business**

None

### **Adjournment**

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 3:55 PM. Second provided by Director Willcox. All Ayes - motion passed unanimously 4-0.

  
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John Willcox  
Secretary/Treasurer

  
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Robert Colgrove  
President/ Chairman

