

RECORD OF PROCEEDINGS

**SPECIAL MEETING MINUTES OF THE BOARD OF DIRECTORS OF
THE FOREST HILLS METROPOLITAN DISTRICT**

January 4, 2024, 5:30 p.m.
Held via conference/Zoom call

ATTENDEES Directors present: Craig Weinberg, Michael Oakley, Victor Robert, David Blue, and Jason Krutsch
Others present: Nick Marcotte (Element Engineering), Ronda Zivalich (MAPs, Inc.) and Nickie Holder (NMHolder Financial, Inc.)
Residents present: None
Guests present: Dan Wolf, Mike Murphy and Wayne Ramey (Ramey Environmental) and Dave Lewis (Direct Discharge)

QUORUM The meeting was called to order by Chairperson Weinberg, at 5:31 p.m. and a quorum was noted.

CHANGE IN ATTENDANCE

Dan Wolf, Mike Murphy and Wayne Ramey left at 6:06 p.m.
Dave Lewis arrived at 6:06 p.m. and left at 6:32 p.m.
Nick Marcotte left at 6:56 p.m.

REGULAR AGENDA ITEMS

1. PUBLIC COMMENT – NON-AGENDA ITEMS

No comments.

2. EXECUTIVE SESSION

Upon **motion** by Director Oakley, duly seconded by Director Blue, and upon unanimous vote, the Board approved entering into Executive Session pursuant to Section 24-6-402(4)(e) – Contractor Discussion at 5:31 p.m.

Upon **motion** by Chairperson Weinberg, duly seconded by Director Blue, and upon unanimous vote, the Board approved coming out of executive session at 7:00 p.m.

Upon **motion** by Director Krutsch, duly seconded by Chairperson Weinberg, and upon unanimous vote, the Board approved the proposal from Direct Discharge to become the District’s Water and Wastewater Operator.

Upon **motion** by Chairperson Weinberg, duly seconded by Director Blue, and upon unanimous vote, the Board approved sending a 30-day notice to ORC Water Professionals, ending their contract with the District. Ms. Zivalich will work with legal counsel to finalize the notice.

2. 2024 DRAFT BUDGET DISCUSSION/APPROVAL

Ms. Zivalich and Ms. Holder provided the Board with an updated 2024 budget for review which included the final assessed valuation of properties in the District, provided by Jefferson County. The Board discussed several options for obtaining additional funds to pay for the increased Operator’s fees and required repairs to the Wastewater Treatment Plant building. Options considered were grants and/or loans from the General Fund to the Water & Sewer Fund and an increase in base fees beginning in the second quarter. The options will be further discussed in the next few months.

In addition, Ms. Zivalich and Ms. Holder discussed the final property tax revenue to be included in the General Fund and Debt Service Fund budgets. The total mills in the General Fund are to be set at 36.347, which includes a voter approved tax revenue adjustment mill levy of 2.237, generating \$452,619 in property tax income for General Fund operations. The total mills in the Debt Service Fund will be decreased to 12.500 mills from 14.800 in 2022. With an increase in assessed valuation the Debt Service Fund, expenses will still be adequately covered in spite of the decrease in mills. With the 12.500 mills, the Debt Service Fund is set to receive \$155,659 in property tax revenue.

Upon **motion** by Chairperson Weinberg, duly seconded by Director Krutsch, and upon a unanimous vote, the Board approved the 2024 budget as presented.

4. ADJOURNMENT

Upon **motion** by Chairperson Weinberg, duly seconded by Director Oakley, and upon a unanimous vote, the Board approved adjournment of the meeting. There being no further business to come before the Board at this time, the meeting was adjourned at 7:55 p.m. The next regular meeting is scheduled for January 17, 2024, via conference call, beginning at 5:30 p.m.

THESE MINUTES ARE APPROVED AS THE OFFICIAL, JANUARY 4, 2024, SPECIAL MEETING MINUTES OF THE FOREST HILLS METROPOLITAN DISTRICT AND ITS WATER ACTIVITY ENTERPRISE BY THE RESPONSIBLE PARTIES SIGNING BELOW:

ATTEST:

Nickie Holder

Recording Secretary

APPROVED:



Board Chairperson