

**Minutes of Regular Meeting
Of the
Kittredge Sanitation and Water District
November 19, 2024**

ATTENDANCE:

Board Members: Robert Kellogg, Ken Juliano, Kyle Brytowski, Gregory Goulding, and Janet Reichart.

Additional attendees: Jason Stawski (District Manager – EMD), Anita Marchant (Foothills Legal Solutions) and Nickie Holder (District Accountant - NMHolder Financial, Inc.)

The meeting was called to order at 6:29 p.m. A quorum was present.

REVIEW OF PAST MEETING MINUTES:

The Board reviewed copies of the October 22, 2024; regular meeting minutes and the November 14, 2024; special meeting minutes

Director Brytowski made, and Director Reichart seconded a motion to approve the October 22, 2024 minutes. The motion was carried unanimously (5-0).

Director Goulding made, and Director Reichart seconded a motion to approve the November 14, 2024 minutes. The motion was carried unanimously (5-0).

GUESTS:

No guests were in attendance.

TREASURER'S REPORT:

Ms. Holder provided the Board with the November 2024 Treasurer's Report via email prior to the Board meeting.

Director Goulding made, and Director Juliano seconded a motion to approve the Treasurer's Report. The motion was carried unanimously (5-0).

Director Juliano made, and Director Goulding seconded a motion to approve a transfer of \$25k from the District savings account to the checking account to pay monthly vendor bills.

2025 Budget Draft – Manager Stawski asked if there were any questions for the 2025 budget. He explained the changes made at the special meeting that were highlighted in red in the updated draft provided to the Board prior to tonight's meeting. The Board discussed keeping the sewer rate charged close to EMD, due to a possible consolidation, keeping similar rates would make for a smoother transition when considering rates charged to customers.

2024 Audit – Ms. Holder has reached out to several auditors to perform the 2024 financial statement audit in 2025. Ms. Holder will update the Board at the December meeting.

EMD ADMINISTRATIVE REPORT/PLANT REPORT:

Administration Report—

- Manager Stawski reviewed the Administration report, a copy of which is on file with the District records.

Plant Report -

- Manager Stawski presented the Operations Report, a copy of which is on file with the District records.

LEGAL REPORT

Year-End Resolutions – Ms. Marchant will prepare the Election resolution and Ms. Holder will prepare the 2025 Budget Packet, including the necessary resolutions.

EMD Consolidation – Ms. Marchant continues to work on a timeline for the possible consolidation, including a cost estimate.

2025 Meeting Dates – The Board decided to continue meeting the fourth Tuesday of the month at the KCA building, except for November and December 2025, those dates will be changed to November 18, 2025, and December 9, 2025. The year-end dates are to accommodate for holidays and year-end deadlines for mill levy certification.

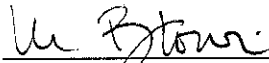
NEW BUSINESS

No new business.

ADJOURNMENT

The meeting was adjourned at 7:09 p.m. upon motion by Director Goulding, seconded by Director Reichart and unanimously carried (5-0). The next regular board meeting will take place on December 10, 2024, at 6:30 pm at the Evergreen Metropolitan District Administrative office building.

Respectfully submitted,
Nikkie Holder
Recording Secretary



Kyle Brytowski,
Secretary, Kittredge Sanitation and Water District

12/10/24
Date