

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE CRESTVIEW WATER AND SANITATION DISTRICT
ADAMS COUNTY, COLORADO
DECEMBER 13, 2023

The regular 5:30 PM meeting of the Board of Directors of the Crestview Water and Sanitation District was held December 13, 2023, in-person at the District office. The meeting was presided over by Board President, Mike Doak. Board Secretary Danny Sweeney was present to record the minutes.

Members present:

Mike Doak	President
Tom Ryszkowski	Vice-President
Danny Sweeney	Secretary/Treasurer
Victor Sanchez	Director
Kathy Laurienti	Director

Also present:

Allison Ulmer	Attorney
Mike Barrett	Metro Representative
Mitch Terry	District Manager

THE PLEDGE OF ALLEGIANCE WAS RECITED

PUBLIC COMMENTS -

Customer Chips Portales, 7599 Pecos Street, is requesting time to speak with the Board of Directors regarding Crestview's Rules and Regulations pertaining to the ownership of private sewer service lines.

Mr. Portales thanked the Board for allowing him to speak with them and stated that it was refreshing to go to a meeting where the Board recites the Pledge of Allegiance.

Mr. Portales gave a short history of his life growing up in the Crestview area and that he has stayed here in the community practicing law from the building of 7599 Pecos street and that he also owns 7579, 7589 Pecos street and 7590 Quivas Street. He also stated that he is now semi-retired.

Mr. Portales asked the Board to help solve a problem he is having with his private sewer service at 7599 Pecos St. Mr. Portales stated that he is familiar with Crestview's Rules and Regulations indicating that the maintenance of the sewer line from the building to the sewer main is his responsibility. He indicated that his sewer service has collapsed and that it would be a hardship for him to repair or replace the service line in Pecos Street.

Mr. Portales stated that the contractor for the local cable tv provider broke his sewer service in 2018 and repaired it. The service was working well up to about three to four months ago. He has had a sewer repair company tell him that his service line collapsed about three to five feet outside of the sewer main in Pecos street.

The reason for asking for help is that the sewer main and service line are approximately 27 feet deep and located under the left, south lane of Pecos street, a high demand street. Maybe it was installed improperly or with poor materials and that it may be a Perl Mack issue.

Mr. Portales asked if there was a way to have his service line viewed from within the sewer main before he would come back to the Board and ask Crestview to please fix his sewer line. At this stage in his career, he can't afford to spend \$30,000 or more to make the repairs.

Mr. Portales asked if there was a workaround to have Crestview fix his sewer line and not cost him the extreme repair bill.

Director Doak stated that the Board appreciates Mr. Portales for staying in the District. He also provided a story of one of his ten properties within Crestview that had a sewer service break that was fifteen feet deep and under the center of his building and that he also had to pay to have the service line repaired. He stated that he feels for Mr. Portales' situation but Crestview can't bend the rules for Mr. Portales unless he does so for the rest of the District's customers. The Rules and Regulations are clear that the property owner is responsible for the repair or replacement of their sewer and/or water service line.

Mr. Portales asked Crestview's attorney, Allison Ulmer, if this issue has been challenged in the courts yet.

Ms. Ulmer stated that she didn't know at this time and that this regulation is completely standard for water and sanitation districts.

Mr. Portales stated that the regulation is archaic and hasn't been challenged. He then asked what Crestview's legal budget is for 2023.

Ms. Ulmer asked what that has to do with Mr. Portales' request.

Director Doak reminded Mr. Portales that his time is nearly up and if the subject of the meeting is being changed that the discussion will need to be ended.

Mr. Portales stated that he isn't changing the subject and that this request is all part of the same subject.

Mr. Portales then stated that "if this is the District's position, God bless you, put it in writing, I'll get a notice of intent to sue out and rock and roll".

Director Doak stated that if that is Mr. Portales's position then the discussion is now over. If Crestview is being threatened to be sued, then the meeting needs to be over.

Mr. Portales stated that he isn't threatening but suing is all he can do.

Director Laurienti stated that Mr. Portales indicated that it could be a Perl Mack problem.

Mr. Portales replied "Maybe".

Mr. Terry suggested that he could try to find some contractors that specialize in repairing sewer service lines by means of trenchless technology and pass the information along to Mr. Portales.

Mr. Portales thanked Mr. Terry for the suggestion and thanked the Board for their time and left the meeting at 5:47 PM.

AGENDA CHANGE TO ALLOW MS. ULMER TO PROVIDE HER REPORT BEFORE THE REST OF THE AGENDA'S ITEMS.

LEGAL REPORT – ALLISON ULMER

Ms. Ulmer provided an update on the Northgate Water District dissolution. The court order was amended to allow Crestview to replace the existing Northgate water mains using remaining Northgate funds that will be transferred to Crestview. The court hearing has been held and the judge signed off on the court order.

Northgate Water District's auditor is now preparing to provide Crestview with the remaining Northgate funds.

METRO WATER RECOVERY REPORT- Mike Barrett

- Todd Creek in Thornton will be connecting to Metro in 2024
- The City of Fort Lupton will also be connecting to Metro in 2024
- The Second Creek Interceptor will go online in June or so
- Metro is over budget in 2023 due to unplanned equipment replacements
- Metro has a new lift station in Thornton going online in 2024
- All sewer flows from DIA are processed at the Northern Treatment facility in Brighton

MINUTES FOR APPROVAL, NOVEMBER 8, 2023

Director Doak asked if there were any corrections, deletions or additions to the Minutes for the November 8, 2023, meeting of the Board.

There being no corrections, deletions or additions, the Minutes for the November 8, 2023, meeting of the Board were accepted as presented.

DISTRICT MANAGER’S REPORT – MITCH TERRY

BIRTHDAYS-

Happy December birthdays to Board President, Mike Doak and maintenance staff member Shawn Schmidt. During our last meeting of the Board, I forgot to point out that Director Sanchez’s birthday is in November. Happy birthday to Director Sanchez.

NEW EMPLOYEE, COURTNEY SALAZAR-

Heather Torgersen left Crestview on November 10th, leaving a vacancy in the office staff. Courtney Salazar joined our staff on November 10th and will be filling a dual role; office clerk and development/contractor coordinator. Welcome to Crestview, Courtney!

SB23B-001-

The 2023 Special Session of the Colorado General Assembly was called by the Governor after the failure of Proposition HH on November 20th. The changes will be disruptive and concerning to Colorado special districts. Four bills were passed by both houses and are expected to be signed into law by the governor. Two bills will most directly affect special districts: SB23B-001 (Property Tax Relief) and HB23B-1003 (Property Tax Task Force).

SB23B-001 is the bill that will most affect Crestview in that it will lower the Residential Assessment Rate from 6.75% to 6.7% for tax year 2023 only. It will also increase actual value deductions for residential properties from \$15,000 to \$55,000 and at the same time, it limits backfill for to local governments except fire, health, and ambulance districts who will receive 100% backfill.

Crestview’s 2024 Budget that was adopted on October 25, 2023, does have rate increases built into it in anticipation of Proposition HH passing as long as Crestview’s Board opts to increase water and sewer rates for 2024 during the December 13th meeting of the Board.

2024 FINAL ASSESSED VALUATION-

The Crestview Water & Sanitation District has not yet received the Final 2023 Certified Valuation of the District from the Adams County Assessor’s office. Normally, the Assessor will provide its final valuation by December 10th but this year, with Prop HH failing, a special session was held to lower property taxes making the new date January 3rd. Once the Final 2023 Certified Valuation is received, Charlie Poysti of Charles Poysti, LLC will complete the calculations needed for Crestview to certify its mill levies for 2024. The new date to certify the mill levies to Adams County and the Division of Local Governments is January 10th for 2024 only. The final mill levy amounts will be inserted into the 2024 Budget prior to being provided to Adams County and the Department of Local Government.

The Crestview Water & Sanitation District 2024 Budget was adopted during the October 25, 2023 Budget Public Hearing.

The Board is required to pass a resolution to certify the 2024 Mill Levies. This resolution will have to be adopted without actual mill levy amounts as the Board will not meet again prior to the deadline to certify the mill levies being January 10th. The Budget and enclosed Budget Message will be sent out to the Division of Local Governments, Adams County Commissioners and Adams County Clerk and Recorder on January 10, 2024 as required by state statute.

I will report the final mill levies to be assessed in 2024 to the Board in the January 10th meeting of the Board along with a finalized 2024 Budget.

Director Doak made a motion to adopt the following resolution:

RES. # 31 -23 BE IT RESOLVED AND CERTIFIED to the County Commissioners of Adams County, Colorado that the tax levies to be assessed upon property within the limits of the Crestview Water and Sanitation District, excluding the Park Terrace Subdivision, for the year 2024 as determined and fixed by the Board of Directors of said District on December 13, 2023 once the Certified Valuations are provided by the Adams County Assessor on or about January 3, 2024 are:

General Operating Expense: 3.067 mills

3"	\$ <u>145.44</u>
4"	\$ <u>223.73</u>
6"	\$ <u>458.70</u>

2) The volume Charge for all water consumed each month shall be as follows:

a) Single Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0 – 5,000 Gallons	\$ <u>6.96</u> /1,000 Gallons
5,001 – 15,000 Gallons	\$ <u>8.71</u> /1,000 Gallons
Over 15,000 Gallons	\$ <u>10.89</u> /1,000 Gallons

b) Multi-Family Residential Customers

<u>Monthly Usage</u>	<u>Charge</u>
0 – 5,000 Gallons	\$ <u>6.96</u> /1,000 Gallons
5,000 – 10,000 Gallons	\$ <u>8.71</u> /1,000 Gallons
Over 10,000 Gallons	\$ <u>10.89</u> /1,000 Gallons

c) Commercial, Industrial, Educational, Parks and Recreation and Other Customers:

\$ 7.92 (Seven dollars, and ninety-two cents) per thousand gallons or portion thereof.

3) CONSTRUCTION WATER: Water for construction purposes shall be provided only upon the approval of the District Manager to construction projects within the District through connections and meters furnished by the District.

Construction water fees include a permit fee of \$75.00 for each construction project, \$13.65 (Thirteen dollars, and sixty-five cents) per thousand gallons for all water used and a monthly service charge of \$50.00 (Fifty dollars and zero cents).

A refundable damage deposit of \$3,000 shall be held by the District until the meter and other devices are returned in good condition and all other aforementioned fees are paid in full.

Meters and other devices furnished by the District for construction water connections shall remain the property of the District.

(B) The rates by consumers outside the District shall be two (2) times the Rates paid by consumers within the District.

(C) Private Fire Systems – All water users within the District who have on their property unmetered fire protection sprinkler systems or other firefighting systems shall be charged a monthly rate dependent upon the size of the line servicing the said system as follows:

2"	\$ <u>20.34</u>
3"	\$ <u>42.20</u>
4"	\$ <u>71.97</u>
6"	\$ <u>156.37</u>
8"	\$ <u>358.08</u>
10"	\$ <u>562.93</u>

Director Sanchez seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted.

Director Doak made a motion to adopt the following resolution:

RES. # 33 - 23 WHEREAS the Board of Directors has determined that present revenues are not adequate to provide for the financial needs of the District, and;

WHEREAS, an increase in revenue can only be accomplished by increasing rates for sanitary sewer service, and;

WHEREAS, the Board of Directors has determined the following to be a reasonable charge and necessary in order to provide the District with needed revenue.

NOW, THEREFORE, BE IT RESOLVED THAT effective January 1, 2024, (regardless of delivery date of the service Appendix C, Section (A) of the Rules and Regulations of the District be amended as follows:

(A) The following rates shall be paid monthly by consumers within the District who have facilities connected directly or indirectly to the sewer system of the District:

- 1) A minimum service charge for each connection shall be paid each month as follows: \$ 7.59 (Seven dollars and fifty-nine cents).
- 2) The volume charge for all billable usage shall be \$ 6.51 (Six dollars, fifty-one cents) for each 1,000 (one thousand) gallons or portion thereof. The billable usage shall be determined by the average monthly water usage billed during the four month period, December through March or other period as determined by the District. The average winter volume charge as determined will reflect volume and strength cost associated with normal domestic wastewater and eliminate non-sewer water usage such as irrigation. When determined, the volume charge will be applied uniformly each month.

Director Laurienti seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted.

Director Doak made a motion to adopt the following resolution:

RES. # 34 -23 WHEREAS the Board of Directors has determined that present revenues are not adequate to provide for the financial needs of the District, and,

WHEREAS, the Board has determined that the fair and reasonable annual charge for all customers within the Park Terrace Subdivision for sanitary sewer service provided by the District to be \$416.04 (Four hundred sixteen dollars, and four cents).

NOW, THEREFORE, BE IT RESOLVED THAT Appendix C, Section (B) of the Rules and Regulations be amended to read as follows:

The monthly charge for all residential customers within the Park Terrace Subdivision effective January 1, 2024, (regardless of delivery date of the service) shall be \$34.67 (Thirty-four dollars, and sixty-seven cents).

Director Sanchez seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted.

Director Doak made a motion to adopt the following resolution:

RES # 35 - 23 WHEREAS, the Board has reviewed the adequacy of the District water connection fees and sewer connection fees, and

WHEREAS, the Board has determined that adjustments to standardize the water and sewer connection fees by Single Family Residential Equivalent (SFRE) by meter size are not necessary and in the best interest of the District and

NOW THEREFORE BE IT RESOLVED THAT the Rules and Regulations of the District be amended as follows:

That Appendix A effective upon adoption shall read:

Connection Fees

1. Water Connection Fees:

a. Crestview

<u>Meter Size</u>	<u>SFRE's</u>	<u>Fees</u>
5/8" X 3/4"	1	\$ 4,000
5/8" X 3/4" 13D	1	\$ 4,960
3/4"	2	\$ 6,000
1"	4	\$ 8,000
1 1/2"	11	\$ 22,000
2"	20	\$ 40,000
3"	43	\$ 86,000
4"	86	\$ 129,000
6"	205	\$ 307,500

b. Fire Protection Facilities

<u>Meter Size</u>	<u>Fees</u>
2" or smaller	\$ 960
3"	\$ 2,160
4"	\$ 3,840
6"	\$ 11,280
8"	\$ 24,000

2. Sewer Connection Fees

a. Crestview

i. Single Family Residential Unit		\$ 3,000	
ii. Commercial and Multi-Residential			
	<u>Water Tap Size</u>	<u>SFREs</u>	<u>Fee</u>
	5/8" X 3/4"	1	\$ 3,000
	3/4"	2	\$ 6,000
	1"	4	\$ 12,000
	1 1/2"	11	\$ 33,000
	2"	20	\$ 60,000
	3"	43	\$ 129,000
	4"	86	\$ 172,000
	6"	205	\$ 410,000

b. Metro Wastewater Reclamation District

i. Single Family Residential Unit		
Single Family Detached Dwelling		
Mobile Home		
Each Residential Unit in a Duplex		
Each Unit of a Multi-Residential Unit having a separate water connection		
Number of Single-Family Residential Equivalent		
(SFRE) – 1.0.....	\$	5,120

ii. Multi-Residential and Non-Residential Property

<u>Water Tap Size</u>	<u>Number of SFRE</u>	<u>Fee</u>
3/4"	2	\$ 10,240
1"	4.8	\$ 24,576
1 1/2"	11	\$ 56,320

2"	20	\$	102,400
3"	43	\$	220,160
4"	86	\$	440,320

6" and larger will be determined by calculations of Metro Sewer Connection Charges for water service tap sizes six (6) inches or larger.

Director Ryszkowski seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted.

Director Doak made a motion to adopt the following resolution:

RES. # 36 -23 WHEREAS THE BOARD OF DIRECTORS, CRESTVIEW WATER & SANITATION DISTRICT has determined that there are fees to be charged for miscellaneous services that do not fall under water and/or sewer rates, and;

WHEREAS, the Board of Directors has determined the following to be reasonable charges and necessary in order to provide the District's customers with various ancillary services, and;

NOW, THEREFORE, BE IT RESOLVED THAT effective January 1, 2024, (regardless of the delivery date of the service) Appendix F of the Rules and Regulations of the District be amended as follows:

**APPENDIX F
MISCELLANEOUS FEES**

1. Finals	\$25
2. After Hours Turn-On or Non-emergency Turn-off	\$50
3. 72 Hour Inspection Turn-on of water	\$25
a. Paid prior to turning on of water	
b. Billed for usage of 1,000 gallons or more.	
4. Meter Tampering/Illegal Turn On	\$250
5. Damaged ERT or Cut Wire	Varies based on damages
6. Lien Fee	\$40
7. Return Check Fee	\$25
8. Delinquent Fee	\$15
9. Restoration Fee after Delinquent Shut-Off	\$25
10. Contractor's License	\$100
11. Water Permit	\$75
12. Sewer Permit	\$75
13. Colorado Open Records Act Hourly Fee	\$33.58
14. Inclusion/Exclusion Fee Per Parcel	\$500
15. Construction Water Permit	\$50
a. Deposit Refunded after devices are returned in good condition and all usage fees are paid in full	\$3,000
b. Monthly Service Charge	\$50.00
c. \$13.65/1,000 Gallons Used	
16. Unauthorized Use of Fire Hydrant	
1 st Violation	\$500
2 nd Violation	\$1,000
3 rd Violation	\$1,500

Director Sanchez seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted.

METRO AUDIT- Metro's auditing staff come to Crestview in October to review the sewer tap sales for 2022 that Crestview reported to Metro to verify reported and unreported sewer connections. The audit disclosed no unreported or misreported sewer connections and there were no deficiencies noted with regards to accounting procedures.

Metro stated that the 2022 connection reports were in conformance with the Metro Rules and Regulations.

WATER BREAK US 36 & ZUNI STREET BORE-

As we have discussed in several of the last Board meetings, Crestview had a large water main break on a 10" water main in Zuni Street at the south sound wall of US 36 on November 16, 2022

On December 1st, Crestview's maintenance crew replaced a 45" section of 10" pipe to make the repairs. A 14" X 12" hole blew out of the east side of the water main. The 10" pipe has been returned to service.

During the January 25th meeting of the Board, Crestview's Board adopted a resolution to have BTrenchless bore a new 24" casing pipe under US 36 and insert a new 12" pvc water main inside the casing pipe for the bid price of \$420,261.00. Crestview's pipeline crew will perform the tie-ins at each end of the bore and will replace approximately 100 to 200 linear feet of water main to both the south and north of the new bore to eliminate old pipe from valve to valve in Zuni Street.

Crestview has received our contract documents from BTrenchless that includes the bid price and required performance bond, 5% retention and warranty period.

Denver Water was contacted to gain authorization for an emergency repair. Denver Water authorized the emergency replacement of both the 10" and 14" existing water mains under US-36.

UPDATE: The project is moving along well now. As of November 21st, BTrenchless is now proceeding with the bore 24" lower than the initial attempt to go under the Adams County storm sewer vault and piping. The 12" pvc pipe has been fused and is waiting to be installed once the bore is complete.

We have been provided a construction completion date of January 2nd. Crestview's pipeline team will make the connections to our system on both ends of the new pipe beginning January 2nd or 3rd.

DISTRICT TRUCKS SOLD-

Crestview received quotes from both EchoPark and Carmax to purchase Crestview's two 2016 F-150 pickups.

Carmax quoted \$22,000 for one and 20,000 for the second pickup.

Echopark quoted \$25,500 for each truck.

The trucks were each sold for \$25,500 for a total of \$51,000

The original purchase prices were: \$31,268 each for a total of \$62,536

ADAMS COUNTY 70TH AVENUE, BROADWAY TO PECOS RECONSTRUCTION PROJECT-

UPDATE: On Monday, December 4th, Adams County's executive leadership team and their consulting engineers met with Crestview and North Pecos Water & Sanitation District to go over the existing utilities and the current design to look at conflicts and opportunities to better the design with respect to both Adams County and the districts and our customers. The consulting engineers, at the request of County Commissioner O'Dorisio, created a 20' long single sheet layout of the plan and profile of the project so that everyone in the meeting can add notes to them to address the conflicts and propose alternative layouts. This was, in my opinion, a very positive move in the right direction for both Adams County and the southwest Adams County water and sanitation districts. I have confidence that we were heard and that other better options will be forthcoming.

There are two 8" water mains that will be impacted by this project. One water main runs in 70th avenue from Pecos Street east to Lipan Street and the other segment runs from Huron Street east to Kidder Drive of which both will need to be replaced prior to the commencement of construction of the Adams County project. Clarice O'Hanlon is designing the replacements and our pipeline replacement crew will be performing the replacements.

The Adams County project starting date is now on a temporary hold until Right of Way acquisitions are completed.

The plans for the water main replacement in 70th avenue from Pecos Street to Lipan Street and Lipan Street from 70th avenue north to 70th Place are at Denver Water for final review and should be approved anytime.

CRESTVIEW'S 75TH ANNIVERSARY-

Nothing new to report.

Crestview's 75th anniversary is Sunday, June 30, 2024. The celebration will be held on Friday, June 28th from 11:00 to 1:00 at the maintenance facility at 64th & Pecos. We can have the District's maintenance vehicles on display and have one of the garages open for tours.

We have contracted with In-N-Out Burger to have their Cookout Truck provide our food. The cost for the truck is a minimum of \$2,000 with \$500 being a trip charge. The remaining \$1,500 would be for food. In-N-Out does not sell from this truck so the food is only provided by tickets that we would hand out to the attendees of the event. The contract minimum is for 153 meals for a total cost of \$2,106.50.

2023 WATER MAIN REPLACEMENT PROJECT-

The 2023 Water Main Replacement Project consisted of Alan Drive from 68th avenue north to 72nd avenue, Raritan Street from Jordan Drive north to 72nd avenue and Quivas Street from Raritan Street north to 72nd avenue. The water main replacements in Alan Drive, Raritan Street and Quivas Street are 100% complete. The total cost of the project came to \$790,980 for 4,622 linear feet calculating to \$171.13 per linear foot.

The pipeline crew has replaced the water mains in Julian Street from 68th avenue north to Mosko Court, 68th place from Julian street to Knox Court, Knox Court from 68th to Mosko Court and Mosko Court from Julian Street to Knox Court on an emergency basis due to the numerous water main breaks over the years that have caused flooding of some houses downhill of the water breaks. Denver Water has approved the emergency replacement of these mains. These mains have been replaced with only the final asphalt overlay to be completed. The final cost to the District was \$263,849.86 for 1,594 linear feet for a per foot cost of \$165.53.

On an emergency replacement basis, the pipeline crew will be replacing the existing 6" water main in 66th avenue from Lowell Blvd. west to Newton street due to the many water breaks this year. This section of water main is part of our scheduled replacement of 66th avenue from Lowell Blvd. to Tennyson Street in 2024.

The pipeline crew is also going to be replacing the water main in 70th avenue from Pecos Street east to Lipan Street then north on Lipan Street to 70th Place as part of the Adams County 70th avenue rehabilitation project either this year or next year when school is out for a period of time for safety reasons.

AWWA ACE 2024 ANNUAL CONFERENCE-

The 2024 AWWA conference is going to be in Anaheim, California June 10-13. Crestview made a \$7,396.74 deposit payment made on September 13th with the balance for the remaining \$13,274.76 due by April 20, 2024.

These costs are only for air and hotel. It does not include the AWWA conference registration fees, food or any incidentals.

The conference registrations will be set up and paid for in January of 2024. Travel days are June 9th and June 14th. No rental cars will be required as taxis or Uber will be utilized.

Denver Water November purchase
32,137,000 gallons
Average since 2006 is 35,245,000 gallons

Director Ryszkowski mentioned that each year Crestview's employees receive an employee incentive award for a year of outstanding work.

Mr. Terry provided the Board with a spreadsheet detailing the incentive awards provided to the employees since 1965 that were either based on a percentage of the hours in December or a Net Dollar amount.

Director Doak made a motion to adopt the following resolution:

RES. # 37 - 23 BE IT RESOLVED THAT the Crestview Water and Sanitation District employees be given an incentive award of \$800 net, per employee in recognition of the hard work and dedicated service to the District over the last twelve months, and;

BE IT RESOLVED THAT the award is made in December 2023, in addition to the regular payroll, and;

BE IT FURTHER RESOLVED THAT the award is not intended to set a precedent. It is given in recognition of the hard work and dedicated service of Crestview's employees during 2023.

Director Sanchez seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted

Mr. Terry thanked the Board for the entire staff.

BILLS –

Director Doak made a motion to adopt the following resolution:

RES # 38 - 23 – BE IT RESOLVED THAT Bills be paid.

Director Sanchez seconded the motion.

AYES: Directors Doak, Ryszkowski, Sweeney, Sanchez and Laurienti

NAYS: None.

The resolution was unanimously adopted

OFFICE DATA -

The November Office Data was accepted as presented.

FINANCIAL REPORT -

The November Financial Report was accepted as presented.

There being no further business, the meeting was adjourned at 6:29 PM.

Respectfully submitted,

Danny Sweeney, Secretary/Treasurer