

MINUTES OF THE REGULAR MEETING OF  
SPRING CANYON WATER AND SANITATION DISTRICT  
HELD  
April 24, 2024

The Regular Meeting of the Board of Directors of Spring Canyon Water and Sanitation District was held via teleconference on Wednesday, April 24, 2024, at 6:00 p.m.

**ATTENDANCE**

Directors in Attendance

Tim Schmitt, President  
Rick Emery, Vice President  
JJ Gerard, Treasurer  
Tim Mather, Director

Absent and Excused

Chris Goemans, Director

Also, In Attendance

Chris Olson, Darla Howard, Tayler Pelletier, David Cobb, SCWSD  
Others: Justin Beckner, CivilWorx

**ADMINISTRATIVE  
MATTERS**

**Call to Order** -The Regular Meeting of the Board of Directors of Spring Canyon Water & Sanitation District was called to order by Chairman Schmitt 6:00 p.m. He noted that a quorum was present. All Directors also confirmed their qualifications to serve on the Board, and that prior to the meeting they had been notified of the meeting.

**Agenda** - Upon motion duly made by Director Gerard, seconded by Director Mather, it was unanimously

**RESOLVED** to approve the March 27, 2024 agenda as presented.

**Approval of Minutes** - Upon motion duly made by Director Gerard, seconded by Director Mather, it was unanimously

**RESOLVED** to approve the Minutes of the March 27, 2024 Regular Meeting.

**Public Comments** – There were no public comments.

**FINANCIAL  
MATTERS**

**Disbursements** – The Directors reviewed the March 2024 Disbursements. Upon motion duly made by Director Gerard, seconded by Director Emery, it was unanimously

**RESOLVED** to ratify March 2024 Disbursements identified by check number 4066 - 4100 in the amount of \$87,454.85

**2024 First Quarter Financials** – Manager Olson presented the first quarter financials for Director review and consideration. He reviewed the Budget to Actuals by line item.

**OPERATIONS**

**Engineer's Report** – The Directors reviewed the Engineer's report prepared by Mr. Beckner. Mr.

**AND  
MAINTENANCE  
MATTERS**

Beckner said the Sewer Over Inlet Canal project is moving towards a fall construction schedule dependent on the Bureau's requirements and permitting process.

**Operations Report** – The Directors reviewed the Operations Report prepared by Mr. Pelletier. Mr. Pelletier stated the meeting with Larimer County regarding a boat wash station was held April 23. He will forward the follow up email when received to Mr. Beckner.

**MANAGEMENT  
MATTERS**

**Manager's Report** – Manager Olson presented his report to the Directors. There being no questions, Manager Olson thanked the Directors for agreeing to attend the first 2024 Work Session on May 16, 2024 to discuss Reserve Fund balance and policy. The work session is scheduled for 4:00 p.m.

**NEXT MEETING**

The next Regular Board Meeting is scheduled for Wednesday, May 22, 2024.

**ADJOURNMENT**

Upon motion duly made by Director Gerard, seconded by Director Emery, and it was unanimously

**RESOLVED** to adjourn the meeting at 7:16 p.m.

Respectfully submitted,

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Darla Howard, Secretary