

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF BATTLEMENT MESA METROPOLITAN DISTRICT

Held, Thursday, January 25, 2024, at 401 Arroyo Drive, Battlement Mesa,
Colorado

Call to Order

President Jane Chapman called the meeting to order at 9:00 AM.

Attendance

A regular meeting of the Board of Directors of Battlement Mesa Metropolitan District, Garfield County, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following Directors present and acting:

Jane Chapman
Toby LeBorgne
Chris Davidson
Shawn McElroy
Jerry Mohrlang

Steve Rippy, Alex Morris, and Brenda Locker were also in attendance.

Public Attendance

Notice

Was posted for the meeting.

Quorum

Was established.

Conflict/Disclosures

None

Public Comments

None

A motion was made by Director Mohrlang and seconded by Director McElroy to amend the agenda and to add under New Business the “Consideration of the 2024 BMSA Management Contract and Covenant Compliance Contract”. The motion passed unanimously.

**December 2023
Regular Meeting Minutes**

A motion was made by Director Mohrlang, seconded by Director McElroy to approve the December 28th, 2023, regular meeting minutes. The motion carried unanimously.

**December 2023 Financial
Statement and the Account
Manager’s Report**

A motion was made by Director LeBorgne, seconded by Director Mohrlang to approve the December 2023 Financials subject to audit. The motion carried unanimously.

Manager Report

Office Administration has conducted applicant interviews for the vacant administrative assistant position. Those interviews were very positive, and we feel confident that a quality employee will be added to the BMMD staff as a result. It is our goal to be able to fill the position in the next couple of weeks.

Advertisements to fill the vacated Water/Wastewater Plant Operations Manager position were placed in local newspapers and on internet employment sites on approximately January 8, 2024. The position is for highly qualified applicants with experience and high-level licensing. To date we have not received any qualified applications/resumes.

Accounting Manager, Brenda Locker, has begun the initial process of providing financial information to the Auditor. Additional information will continue to be provided over the next several months with completion of the audit expected to be completed by May or June.

Manager Rippy mentioned in the December meeting that he drafted a proposed salary range for all the BMMD employee positions. He previously stated that management is having a difficult time drawing potential employees at the current pay ranges. This is especially true for the licensed staff positions in water/wastewater and experienced utility technician positions. Mr. Rippy included a copy of the proposed ranges in the meeting packet.

The 2024 BMSA Management and Covenant Compliance Contracts require approval from the Board of Directors. The management contract is an annual contract and has been in place since January 1, 2010. The Covenant Compliance contract is also an annual contract that has been in place since January 1, 2014. The language in both contracts remains unchanged except for the date of the contract. Both contracts are for one year and the amount of the contracts is unchanged from 2023.

New Business

A motion was made by Director Mohrlang, seconded by Director McElroy to approve the 2024 BMSA Management/Covenant Compliance Contracts. The motion carried unanimously.

After discussion, a motion was made by Director Davidson, seconded by Director Mohrlang to approve the Proposed 2024 Salary Ranges. The motion carried unanimously.

Old Business

Other Business

Director Davidson would like to add Summer Youth Employment/Opportunities to the agenda for February's Board of Directors meeting. The motion carried unanimously.

Executive Session

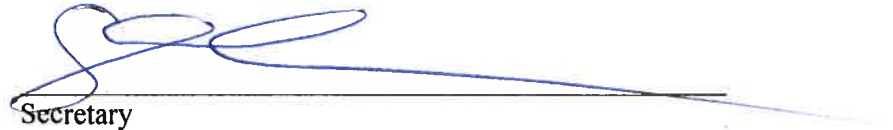
A motion was made by Director Mohrlang, seconded by Director LeBorgne to enter executive session at 9:38am for the purpose of conducting a performance evaluation of the District Manager. The motion carried unanimously.

A motion was made by Director Mohrlang, seconded by Director McElroy to come out of executive session at 11:37am for the purpose of conducting a performance evaluation of the District Manager. The motion carried unanimously.

A motion was made by Director Chapman, seconded by Director Mohrlang to approve an additional three weeks of Personal Leave Time (PLT) as additional compensation for District Manager Rippy. The motion carried unanimously.

Meeting adjourned at 11:39 a.m.

The foregoing constitutes the true and correct minutes of the above referenced meeting and was approved by the Board of Directors of the Battlement Mesa Metropolitan District on February 22nd, 2024.



Secretary