

ROARING FORK WATER & SANITATION DISTRICT
P.O. BOX 1002 * GLENWOOD SPRINGS, COLORADO 81602
Tel (970) 945-2144

REGULAR MEETING
June 18, 2024

Call to Order

Call to Order – The regular meeting was called to order at 3:00pm.

Roll Call

Board Members Present

Ian Exelbert, President
Brendan Matthias, Vice President
Paul Goldstein, Secretary
Tom Sherman, Board Member
Carter Barger, Board Member

Staff Present

Tonya Uren, District Administrator
Scott Grosscup, District Attorney
Alan Leslie, Plant Operator
Brandyn Bair, District Engineer

Administrator's Report

May Minutes

Carter noted a grammatical correction in the May minutes on page 2. Also, Carter requested that draft minutes be presented in Word Document format which would allow edits by the Board. **M/S/C** Carter moved to approve the May 21, 2024 minutes with correction. Paul second, all in favor.

Accounts Payable

M/S/C Brendan moved to approve the June accounts payable as presented. Tom second, all in favor.

2023 Audit

Tonya included the 2023 Draft Audit in the June meeting packet for the Board's review. Paul D. Miller of Bair and Associates, P.C. prepared the audit. Tonya and Scott reviewed the report and aside from some formatting reference corrections, found that it is consistent with past years and found no material changes or irregularities. Carter read the audit and discussed that the report provided review of the Auditor's policies, procedures and District's financial statements, and there weren't any discrepancies noted. The audit is due to be filed by July 31, 2024. **M/S/C** Paul moved to approve the 2023 Audit as presented. Brendan second, all in favor.

Customer Survey Results

Tonya sent customer surveys with the 2nd Quarter billing. These surveys ask customers to provide their overall satisfaction with the District including billing and interactions with the District office. Tonya also included a comment section asking for feedback regarding Xpress Bill Pay, the District's new online bill payment vendor. Participation in the survey has decreased as

fewer customers receive paper billings. Four surveys were returned. One customer responded with enthusiastic appreciation for Ruth and her attention and follow-up regarding an issue with her account, as well as Mike's involvement. Tonya hopes to build in to the new website a method for general customer feedback and will use an automated survey method in the future if there is a specific issue that needs response.

Operator's Report

- Water flows have increased to 550,000 gallons/day during June with summer heat and irrigation. This is up from 375,000 gallons/day in May. Mike and Alan are making sure spare pumps and motors are on hand for quick response.

399 Coryell Ranch Road Electric Line Break

On June 6, a landscape contractor installing trees damaged the electric line to the well head for Coryell Ranch Well #11. This is a new home near completion and the contractor did not request line locates for digging and planting of the new trees. The conduit for the electric line was damaged by the excavator and the electric line was pulled free from the disconnect box. R&A Electric reconnected the electric lines to the box temporarily while the correct new box is on order. The well was off line overnight while repairs were made. Tonya provided R&A Electric with the landscape contractor information for direct billing for the work. Additionally, the District Rules and Regulations stipulate a \$500 penalty fee for damaging District infrastructure. Tonya will report the damage to 811 utility locate services.

There is a 10 foot utility easement along the sides and rear of the property and 15 foot along the front. While these easements are non-exclusive, the District has the right of access across the property. There are trees near or within the easement. Mike discussed this with the landscape contractor on-site. Tonya will notify the homeowner plantings within the easement area could be removed by the District at the owner's expense to access facilities. Additionally, the owner may be liable for any damage caused to the District's utilities from planting of trees and shrubs within the easement area.

Engineer's Report

Ironbridge River Bank Lift Station

Phoenix Industries provided a preliminary construction schedule. Mobilization will begin next week, followed by excavation and shoring because of the street in front and utilities buried in the area. There is an Ironbridge main irrigation line that runs through the site, but Ironbridge doesn't have documentation identifying the exact location. Phoenix is aware of the issue. Concrete work will begin the end of July and extend through to September.

Attorney's Report

Water Court Application

The Water Court Application for reasonable diligence in development of conditional water rights used at the River Edge, now Harvest Roaring Fork development, has moved through the two-

month Statement of Opposition period and is progressing forward in the application process that continues the conditional water rights for another six years.

Harvest Roaring Fork

Scott and Tonya met with Chad Lee, the attorney for Harvest Roaring Fork, to discuss a Pre-Inclusion Agreement and expectations. The prior entitlements for this development expired. The water court decree for this property is for up to 1,200 EQR's, and the developer is in the planning stages of their development proposal. The District's master plan allows for this and EQR's for surrounding properties as well. The Harvest Roaring Fork group is considering what infrastructure they can install during the planning process with Garfield County. This may include the installation of lines across the Roaring Fork River. Scott encouraged the developers to seek District approval for their work to ensure it meets requirements for inclusion and dedication of infrastructure. Also, the District requires that lines extend to the edges of the property for connection by adjacent properties.

Open Items

District Interest Rates

The Board discussed interest rates earned by funds held at Alpine Bank, FirstBank and COLOTRUST. Tonya explored options for the operating account, which is earning 0.15% at Alpine Bank. This account holds a balance adequate for cash flow and transfers are made in and out of COLOTRUST when appropriate. COLOTRUST is currently paying 5.3903%. Tonya looked at Vectra Bank, US Bank and FirstBank and determined Alpine Bank's interest rate was similar to other Business Checking Accounts. COLOTRUST's rate was higher than what other banks held for larger liquid reserve fund balances.

The CD held at FirstBank matures on June 25, 2024. The 6-month renewal interest rate is 4.88% or 5.26% for 3-month. The Board discussed locking in at 5.26% or transferring the CD balance to COLOTRUST which can vary, but is currently paying more interest. Brendan excused himself from this discussion, as he is employed by FirstBank. **M/S/C** Tom moved to keep the operating account with Alpine Bank and transfer the FirstBank CD balance to COLOTRUST when the CD matures on June 25. Paul second, Ian and Carter in favor. The Board will monitor interest rates and direct Tonya to investigate options if there is volatility.

Next Meeting

3 pm, July 16, 2024.

Adjournment

Meeting adjourned at 4:20 p.m.

Read and approved July 18, 2023.

Signed: _____

SEAL

Attest: _____