

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

October 15, 2024

Call to Order

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

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

Administrator's Report

September Minutes

M/S/C Paul moved to approve the September 17, 2024 minutes. Carter second, all in favor.

Accounts Payable

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

2025 Draft Budget Review

Tonya provided the board the 2024 Budget draft on October 15th. The draft included the following assumptions per discussion at the September board meeting:

- Operating Expenses include an inflation guard of 4%, five-year averages, or based on trending activity for infrastructure repair and maintenance. The Board reviewed administrative costs for Customer Service Manager, District Administrator, and Billing Clerk. Environmental Process Control's monthly invoices and their fees are accounted for in Water and Wastewater Contract Labor along with repair and maintenance, and water and wastewater testing.
- Property Tax revenue will increase slightly in 2025 due to development in the District. Garfield County assess property values every two-years and will do so again in 2025.
- Ten new taps are budgeted for 2025.

- Based on Phoenix Industries schedule of work, Tonya applied Ironbridge Lift Station replacement capital expenditures in 2024 and 2025. Other capital expenses scheduled for 2025 include irrigation at the wastewater plant, a biosolids retention area at the plant, and completion of the well draw-down study. Also included are upgrades to the well houses, wastewater plant and lift station as deemed necessary during repair and maintenance.

During the September meeting, the Board discussed raising customer fees to increase savings in preparation for regulatory mandates and replacement of aging infrastructure. Tonya prepared the 2025 Budget with the following rate structure to take effect January 1, 2025.

- Increase Sewer Service fees from \$139 to \$146 per quarter
- Water Service Fees remain at \$70 per quarter
- Increase Water Usage Rate Tiers as follows.

Water Use:

0-13,500 gallons:	\$1.70/1,000 gallons – increase to \$2.00
13,501-135,000 gallons:	\$2.00/1,000 gallons – increase to \$3.00
135,001-206,300 gallons:	\$3.00/1,000 gallons – increase to \$5.00
206,301 gallons and up:	\$5.00/1,000 gallons – increase to \$7.00

This structure increases sewer revenue to fund upgrades to the wastewater plant in response to increased nutrient standard regulations. Water use fees have not changed since 2007. The Board decided to leave the quarterly service fee at \$70, but increase use charges so customers can use or conserve by choice. The District is impacted by heavy irrigation water use in the summer and incurs expenses to respond. The 2025 Budget includes a capital project to evaluate the pumping capacity at the Aspen Glen well house.

The Board discussed Developer Tap Fee Reimbursements. For each water tap fee the District receives, \$1,575 is reimbursed to Aspen Glen HOA or Blue Heron Properties (Ironbridge). The District reimburses \$3,900 of each sewer tap in Aspen Glen to the HOA. The agreements between the District and Developers outlined the reimbursement amount and total potential recovery to the best of the District’s ability. The sewer reimbursement agreement was satisfied with Ironbridge when Blue Heron Properties acquired the development. The developer reimbursements aren’t debt for the District, but an agreement to reimburse a portion of tap fees.

Board member fees have not increased in many years. Currently, board members are compensated \$75 for each meeting attended, which is then credited against their account with the District. Colorado law allows special district board member compensation at \$100 per meeting, capped at \$2,400 annually. Tonya will adjust the 2025 Budget to include compensation for board members at \$100 per meeting.

Brendon reviewed the interest income projected for the District’s accounts with COLOTRUST. Tonya calculated the income based on averaging at 5%. Based on market projections, the Board asked Tonya to recalculate the interest revenue at 4.25%.

The 2025 Budget Hearing and Rate Increase Hearing will each take place at the next meeting on Tuesday November 19, 2024. Tonya will provide proper public notice for these hearings.

Operator's Report

- There is a water leak in the meter pit under the new Aspen Glen pickleball courts. The manhole covers the access to the pit and water service line run under the courts, and were paved over. Aspen Glen will have rings cut in the asphalt to provide access for maintenance and leak repairs.
- There is a water leak in the irrigation pit that serves the properties on Cottage Drive in Aspen Glen. Alan will shut off service to that street for repairs.
- Power supply issues from Holy Cross Energy have subsided after working with them to identify problem areas. Alan will continue to monitor during inclement weather.
- The mechanical seals on existing pumps at the River Bank Ironbridge lift station are repaired.
- Carter complimented Mike's professionalism as he inspected and replaced the meter register at Carter's residence.

Engineer's Report

- Phoenix Industry's work at the lift station is progressing. Currently, there are issues locating the sewer force main connecting to the existing lift station. Brandyn and Alan may need to assist. Ironbridge's irrigation water line runs through the site, but prior to excavation, the precise location of the line was unknown. Phoenix located the Ironbridge irrigation line and will need to move it, as it currently interferes with the corner of the new structure. Ironbridge is scheduled to turn off water flow through this line the first week of November.
- Harvest Roaring Fork developers are moving forward with infrastructure plans, which include the planning for the bore under the river for lines to the wastewater plant. Scott will draft appropriate agreements with the developer as needed to define the scope of obligation. Allowing the hole to be drilled to the plant does not convey easements at this stage.
- Teller Springs HOA president met with staff to inquire about future connection to the District's water lines. Teller Springs' water system includes a 20,000 tank that drains out quickly during heavy use and power outages. The HOA is exploring options to improve its system. The twenty-one lots in Teller Springs are included in the District's master plan. Each lot has the ability to add an ADU, which increases the EQR commitment. SGM is conducting an initial review for Teller Springs. If work continues, the District will require a Cost Reimbursement Agreement with Teller Springs.
- Brandyn and Tonya are scheduled to meet with property owners of acreage on County Road 109 near the Ironbridge entrance. They are interested in sewer service. The District's water line runs along County Road 109 accessible to the land, in which case the District's Rules and Regulations specify connection to both services.

Attorney's Report

- The water court application for the Harvest Roaring Fork property was unopposed and decreed. The process is complete.

Next Meeting

3 pm, November 19, 2024

Adjournment at 3:55 p.m.

Read and approved this 19th day of November 2024.

Signed: _____

SEAL

Attest: _____