

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
JANUARY 14, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:01p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, Paul Hansen, and Blake Brueckner. Gordon McIver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara, Shane Tuller, Allan Bunch, and Terri House.

Approval of Minutes

The Directors reviewed the minutes for the December 10, 2020 Regular Meeting and the December 30, 2020 Special Meeting (all copies attached). A motion was made by Director Hansen and seconded by Director Walsh to approve the minutes. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. Shane Tuller of Aspen Springs Metro District began the conversation by explaining that Justin Ramsey attended one of their board meetings and discussed PAWSD interest in moving the Trails Blvd. fill station to Aspen Springs. Mr. Tuller explained that the Aspen Springs well collapsed and they have been looking at the possibility of having to drill a new well which would cost about \$125,000. Mr. Tuller noted that if the Aspen Springs Metro District does drill a new well and PAWSD moved the fill station to Aspen Springs in the future, Aspen Springs would be losing money on the well. Mr. Tuller expressed that he does not believe that Happy Camper or the Aspen Springs fire station are ideal locations for the PAWSD fill station, but the property where the Aspen Springs well was located is an ideal location as it has already been used and approved by CDOT for water station use. Mr. Tuller added that this location will not require turn lanes and proposed that PAWSD move the fill station to their property that they would either donate or lease to PAWSD.

Chairman Smith asked Mr. Tuller if Aspen Springs Metro District has explored getting any grants. Mr. Tuller responded that they have looked into grants for digging the well, but they do not want to drill a new well if PAWSD is going to move the fill station as they would be losing money. Chairman Smith asked how much it would cost PAWSD to move the fill station to Aspen Springs. Mr. Ramsey responded that it will cost approximately \$500,000 to move the fill station. Mr. Ramsey added that he believes it would be beneficial to move the fill station if PAWSD can partner with the Aspen Springs Metro District to go after grants for the project. Mr. Ramsey added that PAWSD timeline does not match up with Aspen Springs Metro District as PAWSD did not budget for this project in 2021. Mr. Ramsey explained that PAWSD would have to extend the water line from the entrance to Elk Park to Buttercup Dr. which is about 2 miles. Mr. Tuller added that the Aspen Springs Metro District is willing to hold off on drilling a new well if PAWSD can get the project done in the next couple years.

Mr. Ramsey explained that one benefit of moving the fill station is that PAWSD currently has a 12 inch water line that runs to Elk Park and there are very few customers that use this water so the water goes stagnant and

52 PAWSD has to flush a couple hundred thousand gallons a month to keep the water fresh. If PAWSD moves the
53 fill station downstream from Elk Park, the fill station users would keep the water fresh and PAWSD would not
54 have to flush the line.
55

56 Director Walsh noted that he believes PAWSD should do what they can to make the situation better in Aspen
57 Springs and he is in favor of moving the fill station. Director Hansen added that as PAWSD already has water to
58 Elk Park, it makes sense to move the fill station and make it more convenient for Aspen Springs customers.
59

60 Mr. Ramsey noted that he believes that PAWSD could get support from CDOT as well as Archuleta County for
61 moving the fill station.
62

63 Board directed staff to partner with Aspen Springs Metro District to come up with a plan on moving the Trails
64 Blvd. fill station in the next 2 years.
65

66 **Discussion of Sandy and Gale Tuggle's Letter of Concern on Affordable Housing Surcharge Fees**

67

68 Justin Ramsey began the discussion by explaining that he received a letter from Sandy and Gale Tuggle
69 expressing that they are a retired couple on a fixed income who are dismayed over the affordable housing
70 surcharge fees and do not think that it is fair to require customers to pay this surcharge. Mr. Ramsey explained
71 to the Tuggles the back history of how long PAWSD has been debating a low income housing mechanism and
72 the surcharge was the mechanism that the Board had decided on. Director Walsh commented that he accepts
73 the criticism with respect but he supports the affordable housing surcharge fees. Director Walsh added that he
74 knows that it can be very difficult to live with a somewhat fixed budget but he believes the Board made the right
75 decision on this as it is because so many people are struggling that PAWSD made this policy.
76

77 Director Brueckner asked if there was a way for an individual to help others out with their bills. Mr. Ramsey
78 explained that there is a section on the PAWSD statements where they can pay extra to Pagosa Outreach
79 Connection which assists individuals or families facing near term financial crisis.
80

81 **Public Hearing on 2021 Water Rate Increases**

82

83 The Public Hearing on 2021 water rate increases was opened at 5:24pm. Aaron Burns explained that this will be
84 the third iteration of the 2018 water rate study. The overall strategy is that water rates will increase 6% per year
85 until 2023. There being no further discussion or questions, the public hearing was closed at 5:27pm
86

87 **Consideration of 2021 Water Rate Increases**

88

89 A motion was made by Director Walsh and seconded by Director Brueckner to approve the 2021 water rate
90 increases. The motion passed unanimously.
91

92 **Consideration of 2021 Connection Charges and Adjustments to other Non-Rate Revenue**

93

94 Aaron Burns presented analysis performed on District connection charges and other non-rate fees. The
95 research found that some fees would need to be increased to cover calculated costs while others could be
96 decreased as a result of material cost savings.
97

98 A motion was made by Director Walsh and seconded by Director Brueckner to approve the 2021 Connection
99 Charges and Adjustments to other non-rate revenue. The motion passed unanimously.
100

101 **Consideration and approval of 2021 Board Meeting schedule**

102

103 A motion was made by Director Brueckner and seconded by Chairman Smith to approve the 2021 Board
104 Meeting schedule. The motion passed unanimously.

105

106 **Consideration of Resolution 2021-01 Board of Directors annual posting for meetings**

107

108 A motion was made by Director Brueckner and seconded by Director Hansen to approve Resolution 2021-01
109 Board of Directors annual posting for meetings. The motion passed unanimously.

110

111 **Manager Talking Points**

112

113 Justin Ramsey began the discussion by explaining that water loss is about where it has been and no large leaks
114 have been found. Mr. Ramsey added that PAWSD will do more sounding once there is more snow coverage.

115

116 Mr. Ramsey explained to the Board that the Webers have opted to end their lease in 2023. Director Walsh
117 asked if that would complicate the next two years for PAWSD as opposed to the Webers continuing their lease.
118 Mr. Ramsey responded that he does not see it being an issue. Mr. Ramsey added that he would still like to see
119 the buildings on the property torn down but this just means that PAWSD will have to tear them down as opposed
120 to the Webers doing it. Mr. Ramsey noted that PAWSD will most likely have more responsibility when it comes
121 to keeping the channel open for Park Ditch but this will free PAWSD up to start doing negotiations with the State
122 Parks and Wildlife.

123

124 Mr. Ramsey noted that the snow water equivalency in the mountains is about 78% of the median. Mr. Ramsey
125 added that there is water flowing into Hatcher and it is going up about 3-4 inches a week but it is still about 4
126 feet down.

127

128 Mr. Ramsey explained that the State is now requiring backflow prevention devices for all non-single-family
129 homes. Mr. Ramsey received a call from the State stating that they received a call from Archuleta County
130 Housing Authority stating that they were concerned that PAWSD was requiring these backflow prevention
131 devices on low income housing and that they are not able to afford this. Mr. Ramsey explained that Colorado
132 Department of Public Health and Environment (CDPHE) agreed to allow low hazard homes to do an annual self-
133 assessment and if this assessment is not completed PAWSD will make them put in a backflow preventer. Mr.
134 Ramsey also noted that he stated on the self-assessment form that the State can change their mind on this
135 issue at any time.

136

137 **Any other Business Brought before the Board will be Duly Considered**

138

139 There being no other business brought before the Board, Director Brueckner made a motion to adjourn at
140 6:00pm, Director Walsh seconded the motion, which passed unanimously.

141

142 Respectfully submitted,

143

144

145

146 Gordon Mclver

147 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
FEBRUARY 11, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:00p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, Paul Hansen, and Blake Brueckner. Gordon Mclver was not present. A motion was made by Director Hansen and seconded by Chairman Smith to excuse Director Mclver and Director Brueckner from the 12/30/2020 Special Board Meeting as well as excusing Gordon Mclver from the 1/14/2021 and the 2/11/2021 Regular Board Meetings.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Simone Warner.

Approval of Minutes

The Directors reviewed the minutes for the January 14, 2021 Regular Meeting (all copies attached). A motion was made by Director Brueckner and seconded by Director Hansen to approve the minutes. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Discussion of Drought Management Plan

Justin Ramsey began the discussion by explaining that the biggest change to the drought management plan was what determines the various drought stages. Mr. Ramsey explained that in the past, the way drought stages were determined was based on the accumulative amount of water in the river and lakes. Mr. Ramsey noted that this process has been changed and is now based on trigger points and the dates that those trigger points hit. The early stages will go into a drought stage based on either the snow water equivalency hitting zero or a call on Four Mile. Later in the summer, PAWSD will start looking at the amount of water in Hatcher Reservoir, the amount of water in the San Juan River, and the State's drought statement. Mr. Ramsey explained that PAWSD will most likely go into a voluntary level one and level two earlier than they have historically and a surcharge fee will not be charged until level three. Mr. Ramsey noted that there will be an increase in excess water use in level two for residential and level four for commercial.

Director Walsh noted that he believes that the two triggers early in the season being the call date and snow water equivalency need to be aligned better if PAWSD is only operating off of one of the two triggers. Director Walsh added that he would not be comfortable starting the year at a level four and suggested tweaking the level four determination based on snow water and call date. Director Hansen added that he agrees that both triggers should be tripped before going into a drought stage.

The Board discussed minor changes to the drought management plan and directed staff to make the suggested changes and present the updated drought management plan at the next meeting.

52 **Manager Talking Points**

53

54 Justin Ramsey began the discussion by explaining that there were three breaks downtown as well as a fire
55 hydrant that was hit by a semi-truck that all happened around the same time. Mr. Ramsey explained that
56 PAWSD had all available staff working and hired a contractor to get all of these corrected. Mr. Ramsey added
57 that one of the leaks was in an alley with multiple utility lines running through it so PAWSD staff could not get
58 equipment back there but they did get it fixed. Mr. Ramsey noted that about a week later the irrigation line for
59 the Pagosa Springs Town Park broke and when PAWSD went out to shut the water off it was determined that
60 the irrigation system that is hooked to PAWSD main line did not have a meter attached to it. Mr. Ramsey
61 explained that he is putting together a list of all of the water meters that are associated with the Town of Pagosa
62 Springs to cross reference and make sure PAWSD is not missing anything.

63

64 Mr. Ramsey explained that water loss is up from previous months and he believes it is due to the leaks that
65 occurred downtown. Mr. Ramsey added that he has not seen increases in production from the water plants and
66 he is not concerned at this point.

67

68 **Any other Business Brought before the Board will be Duly Considered**

69

70 There being no other business brought before the Board, Director Brueckner made a motion to adjourn at
71 6:02pm, Director Walsh seconded the motion, which passed unanimously.

72

73 Respectfully submitted,

74

75

76

77 Gordon Mclver

78 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
MARCH 11, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:01p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, and Paul Hansen. Blake Brueckner and Gordon Mclver were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Lori Henricksen, David Dronet, Nate Trivisono, Chris Mannara, and Allan Pfister

Approval of Minutes

The Directors reviewed the minutes for the February 11, 2021 Regular Meeting (all copies attached). A motion was made by Director Hansen and seconded by Director Walsh to approve the minutes. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Consideration of Habitat for Humanity Sewer Line Donation Request

Lori Henricksen began the discussion by explaining that Habitat for Humanity purchased several lots in 2016 on North Pagosa Blvd and recently discovered that two of the lots did not have a PAWSD sewer main within 100' of the property line. Ms. Henricksen noted that the cost to put in the sewer line would make the homes no longer affordable. Ms. Henricksen explained that the lots have been put up for sale but Habitat for Humanity has not been able to sell them due to the cost of having to put in a sewer line. Ms. Henricksen noted that Habitat for Humanity has an excavator that does a lot of work with them who they are looking to have put in the sewer line and they were hoping PAWSD would provide the materials necessary for getting the sewer line put in.

Justin Ramsey explained that all of the properties purchased by Habitat for Humanity were on availability at the time but it was determined when they came in to build that the lots are not within 100' of PAWSD main line so they should not have been on availability. Mr. Ramsey noted that the accounts have been removed from availability and refunded the money that was charged.

Lori Henricksen explained that Habitat for Humanity anticipates either building on the two lots that are right next to each other because it makes it convenient to increase their capacity to building two homes at a time or they may look into selling the properties once the sewer line is put in and using that money to reinvest in other lots to build more affordable housing. Ms. Henricksen noted that Habitat for Humanity would also put together a lien against the two lots that they do not own so that when those people decide to hook up to the sewer line they pay Habitat for Humanity their share of the cost of putting the line in. Ms. Henricksen added that if Habitat for Humanity was reimbursed that money, they would put it into building more affordable housing. Mr. Ramsey explained that there would not need to be a lien as a cost sharing procedure is in PAWSD rules and regulations

52 where if a main line extension is done and other property owners want to tie into it they can reimburse the
53 person who paid for the infrastructure. Director Walsh asked why the money wouldn't go back to PAWSD if the
54 other two property owners were to connect to the sewer line since PAWSD is paying for the materials. Mr.
55 Ramsey responded that this is something that would have to be worked into the overall Cost Recovery
56 Agreement. Mr. Ramsey added that PAWSD is looking at approximately \$23,000 worth of materials to put this
57 sewer line in.

58
59 Director Walsh asked if PAWSD has met with the contractor who has agreed to make a contribution of their
60 services to do the trenching as this is a case where PAWSD is taking ownership of a line and providing the
61 materials which is not usually the case. Mr. Ramsey responded that PAWSD will treat them just like a typical
62 developer as they have to build per PAWSD specifications and details and PAWSD will have inspections done
63 to make sure the work is done correctly.

64
65 A motion was made by Director Hansen to pay for the materials necessary to put the sewer line in against the
66 lots following the presented guidelines.

67
68 Director Hansen asked if Habitat for Humanity would agree to build on the lots instead of selling them if PAWSD
69 pays for the materials needed to put in the sewer line. Ms. Henricksen responded that she would take it to the
70 Habitat for Humanity Board but she believes that they would be open to the idea. Director Hansen asked if a
71 budget should be put in place for the material cost. Mr. Burns replied that the expenses were not budgeted for
72 and noted that he likes the idea of putting a number to it. Mr. Burns added that if the project exceeds the agreed
73 upon number PAWSD can meet again to discuss the situation and make sure that PAWSD would be able to
74 absorb that cost. Director Hansen noted that he believes that \$25,000 should be budgeted based on Mr.
75 Ramsey's previous comment that materials should cost approximately \$23,000 in order to put in the sewer line.

76
77 A motion was made by Director Walsh and seconded by Director Hansen to approve the Habitat for Humanity
78 donation request with the revision that the two lots be built upon by Habitat for Humanity and that the budget be
79 not more than \$25,000. The motion passed unanimously.

80
81 **Consideration of Habitat for Humanity Waiver of Liens on County Tax Lien Properties Request**

82
83 Justin Ramsey explained that PAWSD has in their budget the ability to write off some of the lien properties,
84 primarily in Chris Mountain, which is where these properties are located. Mr. Ramsey explained that some of the
85 properties have liens on them from thirty years ago, some having liens that are more than the properties are
86 worth, and at some point these liens have to be written off.

87
88 A motion was made by Chairman Smith and seconded by Director Hansen to approve the Habitat for Humanity
89 Waiver of Liens on County Tax Lien Properties Request. The motion passed unanimously.

90
91 **Consideration of Olympus SRH, LLC Fee Waiver Request**

92
93 David Dronet began the discussion by explaining that Olympus SRH, LLC is currently under construction on
94 eight affordable housing apartment units on 2nd and Lewis St. Olympus SRH, LLC has followed Resolution
95 2020-03 that was passed in 2020 which addressed fee waivers for affordable housing. When they reached out
96 to Colorado Housing and Finance Authority, Inc. (CHFA) they were not able to issue a land use restriction
97 agreement since they are not using tax credits on the property. Mr. Dronet explained that he asked CHFA for
98 advice on satisfying the resolution that points to an alternative third party verification for low income housing and
99 they told him that a couple communities in Colorado have taken the approach of submitting certified rent rolls
100 and verifying that the rents are below 60% AMI for 5-10 years so it matches with the quantity of fees being
101 potentially waived and if that is achieved then the fees would be waived. Mr. Dronet noted that Olympus SRH,
102 LLC's official request is, according to Resolution 2020-03, to ask that the CPA certification of rent rolls be an

103 approved form of third party verification for low to moderate income housing and that PAWSD would defer the
104 fees according to the fee schedule and Resolution 2020-03 for a period of five years until they have proven that
105 they have satisfied the income and rent requirements of the resolution.
106

107 Mr. Ramsey explained that he has spoken with the Town of Pagosa Springs to find out how they are doing this
108 as PAWSD would like to work with the Town to make it easier for developers. Mr. Ramsey added that the Town
109 is looking into methods to verify this. Mr. Ramsey noted that he believes PAWSD should come up with a way to
110 manage this long term as the land use agreement is not going to work for everyone. Director Hansen noted that
111 he would like to see a seven year term instead of a five year term.
112

113 Mr. Ramsey asked if Olympus SRH, LLC would hire a CPA or if that would be something PAWSD would have to
114 do. Mr. Dronet replied that he assumes that Olympus SRH, LLC would bear the cost of the CPA certification. Mr.
115 Ramsey asked if it would be certified annually or at the end of the 5-7 year period. Mr. Dronet replied that it
116 would be done annually.
117

118 Mr. Ramsey suggested that PAWSD could put out a bid and hire a CPA that they believe is comparable and
119 reasonably priced to put on retainer and Olympus SRH, LLC would pay them that way PAWSD has a CPA for
120 future projects. Mr. Burns suggested following Mr. Dronet's approach where Olympus SRH, LLC are contracting
121 with the CPA firm and PAWSD consults with them in picking which CPA is used. Mr. Ramsey responded noting
122 that if it is done that way and another developer comes in PAWSD will have to work with them to find another
123 CPA. Mr. Burns noted that he is more concerned with the payment going through PAWSD. Mr. Ramsey replied
124 that it could be set up so that Olympus SRH, LLC pays the CPA directly.
125

126 A motion was made by Director Walsh and seconded by Director Hansen to approve the Olympus SRH, LLC
127 fee waiver request for a period of seven years with the further understanding that it will be verified by a third
128 party CPA. The motion passed unanimously.
129

130 **Consideration of Drought Management Plan**

131
132 Justin Ramsey explained the minor previously discussed changes to the Drought Management Plan.
133

134 A motion was made by Director Walsh and seconded by Director Hansen to approve the 2020 Drought
135 Management Plan. The motion passed unanimously.
136

137 **Manager Talking Points**

138
139 Justin Ramsey began the discussion by explaining that Hatcher was down 21 inches and we are starting to see
140 more water flowing. Mr. Ramsey noted that PAWSD is at 93% of snow water equivalency and he has little to no
141 concern that the lakes will not fill. Mr. Ramsey explained that the San Juan Plant will likely be running in April
142 and it will start producing water in May.
143

144 Mr. Ramsey explained that water loss is up from previous months. Mr. Ramsey believes that there is a leak
145 somewhere that PAWSD staff is actively looking for.
146

147 Mr. Ramsey explained that in past years, PAWSD has hired a company to come out in the winter to do sounding
148 on the lines to try to find small leaks which has been successful but they were not able to come out this year due
149 to COVID-19.
150

151 Mr. Ramsey explained that there is a dump station outside of PAWSD administrative offices gate for septic
152 haulers to dump at. When the septic haulers dump, it causes some problems in the plants. Mr. Ramsey noted
153 that it is a service that PAWSD has to provide for the community due to the amount of residences with septic

154 tanks. Mr. Ramsey explained that he believes that prices have increased substantially in other communities as
155 other communities have been dumping at PAWSD. Mr. Ramsey added that he is hesitant letting outside
156 communities come to PAWSD to dump as it does cause some problems in the Vista WWTP. Chairman Smith
157 suggested PAWSD raise their fees for dumping. Mr. Ramsey replied that that is an option but it does affect the
158 customers in our community as well. Director Hansen suggested doing a cost analysis to see what other
159 communities are charging. Mr. Burns suggested PAWSD consider a second tier of pricing for businesses
160 outside of our community. The Board directed staff to do a cost analysis on this to discuss in the April meeting.
161

162 **Any other Business Brought before the Board will be Duly Considered**

163
164 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:10pm,
165 Director Walsh seconded the motion, which passed unanimously.

166
167 Respectfully submitted,

168
169
170
171 Gordon McIver
172 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
APRIL 8, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 4:58p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, Gordon McIver and Paul Hansen. Blake Brueckner was not present. A motion was made by Director Hansen and seconded by Chairman Smith to excuse Director McIver and Director Brueckner from the 3/11/2021 Regular Board Meeting as well as excusing Director Brueckner from the 4/8/2021 Regular Board Meeting. The motion passed unanimously.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Chris Mannara.

Approval of Minutes

The Directors reviewed the minutes for the March 11, 2021 Regular Meeting (all copies attached). A motion was made by Director Hansen and seconded by Director McIver to approve the minutes. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Discussion of Dump Station

Aaron Burns began the discussion by explaining that PAWSD staff has done some research on customers that have been approaching PAWSD about setting up dump station accounts and there have been a few customers from Durango wanting to set up PAWSD accounts. Mr. Burns noted that it was discussed in the March Board Meeting that PAWSD does not want to open its dump station to surrounding counties but PAWSD has since figured out that these businesses out of Durango are coming to Pagosa and pumping out of Archuleta County tanks. Mr. Burns explained that PAWSD staff will amend the application for these accounts to say that waste has to be originating from Archuleta County in order for PAWSD to accept it. Director Walsh asked how enforceable this would be. Mr. Burns replied that it would be almost impossible for PAWSD to know where the waste was coming from but if there was evidence of companies hauling waste in from outside counties their account would be revoked. Director Walsh suggested that PAWSD ask these customers to provide the addresses they have served in Archuleta county. Justin Ramsey responded that verbage can be put into the application stating that dump station customers must provide PAWSD with service address information if asked.

Discussion of Tetra Tech Needs Assessment

Justin Ramsey began the discussion by explaining that the Tetra Tech Needs Assessment is one of PAWSD requirements for the CDPHE regarding the nutrient removal and Reg 85 for the wastewater treatment plant. Mr. Ramsey noted that there is a schedule in the assessment based on the fact that PAWSD is going to request an extension. Mr. Ramsey explained that PAWSD is going to have to upgrade their system to meet the nutrient requirements but he is going to try to push that back to 2024. Director Hansen noted that the study indicated

52 that Stollsteimer Creek is used for drinking water but that is not the case. Mr. Ramsey replied that he had a
53 meeting with CDPHE and they said that PAWSD has to do nitrogen removal because the Piedra River is a high
54 use river. Mr. Ramsey explained that on the whole western side of the state, the Colorado River, Animas River,
55 and the Piedra river are the only three rivers CDPHE considers high use rivers. Mr. Ramsey added that this is a
56 mistake but CDPHE will not admit that it was a mistake. Mr. Ramsey explained that PAWSD wrote CDPHE a
57 letter with a map saying that the District encompasses both sides of Stollsteimer Creek and it is not full of water
58 all year round therefore it could not be used as a drinking source.

59
60 **Manager Talking Points**

61
62 Justin Ramsey began the discussion by explaining that he received a preliminary report from SGM and they
63 looked at 4 options for pretreatment. The cheapest option came in as a Pall Plant with a DAF pretreatment
64 which will cost approximately \$21 million dollars. Mr. Ramsey added that he will have the DAF coming in as a
65 pilot study at the end of April. Director Hansen asked what factors were involved to make this cost so much
66 more than the preliminary numbers that PAWSD had. Mr. Ramsey responded that a large factor is the cost of
67 materials.

68
69 Mr. Ramsey explained that it was discovered that PAWSD main water line that feeds the Eagle Peak Ranch
70 subdivision is not in the easement. An appraisal was done on the property to figure out how much easement is
71 needed and an offer was made to both property owners. Mr. Ramsey explained that one property owner took
72 the offer and granted the easement while the other property owner asked for more money. Mr. Ramsey told the
73 second property owner that he may do his own appraisal but Mr. Ramsey is uncomfortable with just giving the
74 property owner more money. Mr. Ramsey contacted PAWSD attorney for advice and he explained that this
75 could be taken to court in order to get the easement but the property owner does not have the right to kick
76 PAWSD off as the water line has been there since before he bought the property. The Board directed staff to
77 add this discussion to the May Board Meeting Agenda to be voted on.

78
79 Mr. Ramsey explained that the gas pumps and tanks located on the PAWSD campus were removed and it was
80 discovered that one of the tanks was leaking. Mr. Ramsey noted that a company is going to come in to start test
81 drilling and the investigation will cost about \$31,000. Mr. Ramsey added that if it is done correctly, the state will
82 reimburse PAWSD for the investigation.

83
84 Mr. Ramsey explained that PAWSD is in a voluntary drought stage as Hatcher is currently low, but the level is
85 rising. Water loss is down from previous months. Mr. Ramsey noted that PAWSD staff has recently found and
86 repaired some PRV's.

87
88 Mr. Ramsey explained that PLPOA owns the dam and land around Hatcher Lake, Lake Pagosa, Village Lake,
89 and Lake Forest. PLPOA had a study done last summer to look at the condition of the dam and the study
90 indicated that the gates that are used to raise and lower the water level in the lakes are coming up on their 50
91 year life expectancy. Mr. Ramsey added that PLPOA are having gates inspected and in the event that the gates
92 have to be replaced, it will cost about \$75,000 per gate. PLPOA has requested that PAWSD pay half of that
93 cost. Mr. Ramsey noted that PAWSD is not legally bound to pay this but PAWSD does own the water that is in
94 the lakes.

95
96 Mr. Ramsey mentioned to the Board that he is going out of town and will not return until May 17th which falls
97 after the May Board Meeting is scheduled. The Board directed staff to change May's Board Meeting date from
98 May 13th to May 20th.

99
100 Mr. Ramsey mentioned that he is meeting with the Smith Ranch manager on April 12th about putting in a
101 pipeline. If they are interested, Mr. Ramsey will meet with NRCS.

102

103 Mr. Ramsey explained that Olympus SRH to put together a fee waiver agreement for workforce housing. Mr.
104 Ramsey noted that in this agreement Olympus SRS requested PAWSD waive all fees but PAWSD only waives
105 CIF and RWF fees. Mr. Ramsey noted that Olympus SRH asked for 100% reduction in the RWF and CIF
106 fees with 100% AMI. Per PAWSD Resolution 2020-03, the 100% reduction only applies to 60% AMI or below.
107 Director Walsh noted that the Board was clear in the March Board Meeting that the project was presented as a
108 60% AMI project and PAWSD would be extending the deferrals that were already approved to an alternate
109 verification process. Mr. Ramsey explained that he has made changes to the above mentioned items and will
110 send the revised agreement back to Olympus SRH for review.

111
112 **Any other Business Brought before the Board will be Duly Considered**

113
114 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 5:47pm,
115 Director Mclver seconded the motion, which passed unanimously.

116
117 Respectfully submitted,

118
119
120
121 Gordon Mclver
122 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
MAY 20, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 4:58p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, and Blake Brueckner. Paul Hansen and Gordon McIver were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Doug Secrist, Larry Lynch, Allen Roth, Anne Doubek, and David Dronet.

Approval of Minutes

The Directors reviewed the minutes for the April 8, 2021 Regular Meeting (all copies attached). A motion was made by Director Walsh and seconded by Chairman Smith to approve the minutes. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Consideration of Anne Doubek's Request for Certified and Collections Fee Waivers

Justin Ramsey began the discussion by explaining that this is a property with a lot of outstanding fees and in some cases like this, the fees can become more than the property is worth. Mr. Ramsey noted that this is starting to become more of an issue and PAWSD may start seeing a lot of cases similar to this.

Anne Doubek, property owner at 107 Tower Place, explained that she was living in Pagosa when she purchased the property and ended up leaving town for some time. Ms. Doubek was not able to stay on top of the fees associated with the property with her limited income. Ms. Doubek explained that she never intended to stop paying the fees and had her attorney look into it to see if there was any way to salvage it on her end but they told her that it was not possible. Ms. Doubek noted that the property is still in her name and she would like PAWSD to reduce their fees so that she can relieve that part of the lien from the Archuleta County Assessor. Mr. Ramsey explained that Mill Levies are out of PAWSD control, the County will write off those fees. PAWSD does have control over the outstanding tap fees and penalties associated with those as well as the outstanding availability fees and any penalties associated with those.

Aaron Burns asked if there has been a treasurer's deed issued on this property. Ms. Doubek responded that she does not believe a treasurer's deed has been issued and asked how that would impact it. Mr. Burns replied that it is an action taken by the County if they have not been paid. Ms. Doubek stated that she contacted the County and they said that has not happened yet.

50 Mr. Ramsey noted that PAWSD may need to develop a resolution on how to handle cases like this as he is
51 expecting to this more often due to the fact that there is some activity going on in that area with getting power to
52 those lots.
53

54 Director Walsh noted that he was okay with waiving the penalties and interest but did not think that it was a
55 good idea to waive the \$13,000 assessment to each lot for the physical infrastructure of extending main lines.
56

57 The Board directed staff to schedule a work session on June 24th at 4:00p.m. to discuss a resolution on fee
58 waivers.
59

60 **Discussion of Rodney Peart's Water and Wastewater Concerns and Reimbursement Request**

61

62 Justin Ramsey explained that PAWSD worked out an agreement with Mr. Peart prior to the meeting on this
63 issue and no discussion was needed.
64

65 **Consideration of Memorandum of Understanding between PLPOA and PAWSD for Dam Maintenance**

66

67 Justin Ramsey began the discussion by explaining that this topic was discussed at the April 8, 2021 Regular
68 Board Meeting. PLPOA owns the dams and PAWSD owns the water in the Pagosa Lake, Village Lake, Hatcher
69 Lake, and Lake Forest. Mr. Ramsey explained that PLPOA hired Davis Engineering to do an inspection in the
70 lakes and they determined that some of the components of those dams have reached their life expectancies so
71 there may be some upcoming maintenance needed. Mr. Ramsey noted that PLPOA is responsible for the dams
72 since they own them but PAWSD does have a relationship with them so they wanted to put together a MOU on
73 how this could be handled in the future with costs associated with long term maintenance of the dam.
74

75 Larry Lynch explained that the reason PLPOA focused on the slide gates in the MOU is because they recently
76 had a dam condition study done and that is the structure that gets operated regularly. These are the structures
77 that Davis Engineering said have about a 50 year life expectancy before problems might be seen and the dams
78 are about 50 years old. Mr. Lynch explained that PLPOA will receive a report from the dive inspection that was
79 done in the next couple weeks and they will provide the report to PAWSD when they receive it. Estimated costs
80 for replacement of the slide gates is \$75,000 for each gate.
81

82 A motion was made by Director Walsh and seconded by Director Brueckner to approve the memorandum of
83 understanding between PLPOA and PAWSD for dam maintenance. The motion passed unanimously.
84

85 **Consideration of Olympus SRH Affordable Housing Resolution and Fee Waiver Agreement**

86

87 Justin Ramsey began the discussion by explaining that PAWSD has started working back and forth with
88 Olympus SRH on a workforce housing agreement and based on PAWSD Resolution 2020-03, CIF reductions
89 are based on household income. Olympus SRH is looking at basing it on the rental amount.
90

91 David Dronet explained that he read the resolution with the understanding that it is based on the rental amount
92 or annualized mortgage amount. It has been and is Olympus SRH intention to rent these units at less than, what
93 in 2020, CHFA designated as \$781 per month to qualify for the very low housing classification. Mr. Dronet
94 explained that as he understands the resolution now, even though they are going to charge that amount, the
95 deciding factor will be income amount of 60-90% AMI, not rental amount. Mr. Dronet asked how PAWSD will
96 determine what the fee waiver percentage should be in advance when the tenants who live in these units have
97 fluctuating incomes. Director Walsh replied that his understanding of the resolution is that the AMI being referred
98 to is Area Median Income. That is what PAWSD is basing the reductions on, not rental amounts. Director Walsh
99 noted that PAWSD goal is to get people with low incomes into decent housing, not get people with reasonably

100 high incomes low rents. Mr. Dronet responded that Olympus SRH has suggested very specific limits so they will
101 not accept anyone making 100% AMI or more.

102
103 Mr. Dronet asked how they should go about applying for something now that does not force them to kick tenants
104 out when they start making more money. Director Walsh responded that PAWSD could look at an averaging of
105 all of the units. Director Walsh noted that based on what he read in the agreement, 75% of the units will be
106 within this formula and 25% of the units will be unrestricted. Mr. Dronet responded that some of the language in
107 the agreement was in response to not being able to have the claw back or averaging and trying to deal with the
108 practical application of the fact that if they have at least 80% of the units always fit and the other 20% is for the
109 individuals who push past the threshold limit. There would be some period of time to reasonably move these
110 tenants out as opposed to kicking them out the moment they begin to make more money.

111
112 Director Walsh explained that he interpreted from the previous meeting that this was a 60% AMI project and
113 Olympus SRH was asking for an alternate means of verification because they could not get a sponsor from an
114 affordable housing program due to the affordable housing project on Hot Springs Blvd. Director Walsh added
115 that it does not seem like that is what is being proposed.

116
117 Director Walsh asked if these units are going to be exclusively for The Springs employees. Mr. Dronet replied
118 that the units are not only for The Springs employees. They will have preferential ability for The Springs
119 employees to have a unit but to the extent that there are units available, they will be made available to all
120 qualifying individuals.

121
122 Mr. Dronet explained that leases have been set to month-to-month in order to respond to the rent and income
123 level requirements on the deed restrictions. Director Walsh noted that to the extent that the individuals living in
124 these units are making 60-80% AMI this is a great project from a community standpoint. Director Walsh added
125 that he is open to averaging the AMI and making the discount based on the average. Director Walsh stated that
126 he believes that if PAWSD and Olympus SRH can work out a way for the rebate or deferral to be based on 60-
127 100% AMI they could find a solution. Mr. Dronet responded that Olympus SRH will work with Mr. Ramsey to go
128 back to some previous language that was meant to ensure that they are in the 60-100% AMI and have an
129 averaging or claw back of whatever the fee waiver was so that it reconciles correctly with actual rents and actual
130 AMI.

131
132 Mr. Ramsey noted that there seems to be two issues. The first issue is whether the resolution is based on rental
133 AMI or household income. Mr. Ramsey noted that his interpretation was that it was based on household income.
134 The Board agreed with this statement. Mr. Ramsey stated that the second issue is how to handle income
135 fluctuation as the intent of the resolution was based on income. Mr. Ramsey added that section 2F of the draft
136 agreement says 100% of AMI of household income which would put it into what PAWSD calls in the resolution
137 "moderate income housing" and would qualify for a 25% CIF waiver.

138
139 Mr. Ramsey explained that PAWSD needs to know income amounts up front because CIF fees are paid when
140 the connection is done. Mr. Dronet replied that Olympus SRH would have to agree to a number that they do not
141 know is going to be accurate in the future and the draft agreement states that if Olympus SRH goes over the
142 agreed upon amount all fees are then immediately due. Mr. Dronet stated that he believes there should be a
143 yearly reconciliation spread over the amount of time of the agreement and use the average income at the end of
144 that agreement to determine the amount due.

145
146 Mr. Dronet will follow up with Mr. Ramsey to look back at some language about reconciling on an annual basis
147 and how that would impact what amounts could be waived.

148
149 **Consideration of PAWSD Taking Ownership of West Fork Reservoir Water Rights**

150

151 Justin Ramsey began the discussion by explaining that San Juan Water Conservancy District (SJWCD) did a
152 study because the water rights associated with this reservoir needed an annual review for the monies
153 associated with it and they did not determine whether or not it was worth maintaining. It was concluded that it
154 was probably not worth SJWCD spending the money to maintain the water right so they asked if PAWSD
155 wanted to take ownership of it. Mr. Ramsey asked if SJWCD approached Boot Jack Ranch to see if they wanted
156 it. Doug Secrist responded that they did not contact Boot Jack Ranch as they are probably good with what they
157 have for water rights. Mr. Secrist noted that that did play in on the decision on whether or not SJWCD wanted to
158 keep the West Fork or not as there was legal action before in an agreement with Boot Jack Ranch that caused
159 SJWCD water rights to become junior to Boot Jack Ranch.

160
161 Mr. Secrist explained that SJWCD considered potentially moving the water rights to where they would be
162 beneficial to the Dry Gulch or San Juan River Storage Project but if they did that there could be objections so it
163 may make more sense to file for new water rights. SJWCD Board has not taken official action but the
164 engineering agreement and analysis was that it was not worthwhile to keep them at this point.

165
166 Director Brueckner asked if PAWSD could use the water rights for anything. Mr. Ramsey responded that he
167 personally does not see a use for it.

168
169 A motion was made by Director Brueckner and seconded by Director Walsh to not accept the West Fork
170 Reservoir Water Rights. Chairman Smith abstained.

171
172 **Consideration of Submitting a Nomination to the Colorado Parks and Wildlife for Running Iron Ranch to**
173 **become a State Park**

174
175 Doug Secrist began the discussion by explaining that Colorado Parks and Wildlife (CPW) recently announced
176 an initiative to identify specific areas around the State that may qualify for state park status. Mr. Secrist was
177 contacted by some people at the Southwest Region that alerted him to the fact that this initiative was
178 announced. Mr. Secrist explained that he has previously been in contact with CPW and they are interested in
179 the property as they see recreational potential in it. CPW does understand that it is a potential site of a potential
180 reservoir and they see that as a benefit. The property on Running Iron Ranch has river access that the State is
181 also interested in. Mr. Secrist noted that he believes that because the SJWCD and PAWSD are taking
182 ownership of the property in 2023 they need to start looking for someone to manage that property. Mr. Secrist
183 added that it falls within the criteria that the State is looking for for potential sites.

184
185 Mr. Secrist explained that this nomination would get a foot in the door for negotiations and discussions and it
186 does not mean that they are committed to this becoming a state park. Mr. Secrist added that part of the
187 nomination process is that all parties have to be involved and on board. Mr. Ramsey noted that the nomination
188 would not inhibit the ability to build a dam now or in the future so it would not conflict the agreement with CWCB.
189 Mr. Secrist added that CPW is aware that there is a reservoir intended to be constructed on the property as well.

190
191 A motion was made by Director Brueckner and seconded by Director Walsh to support SJWCD moving forward
192 on the nomination. The motion passed unanimously.

193
194 **Consideration of Eagle Peak Ranch Subdivision Water Line Easement**

195
196 Justin Ramsey began the discussion by explaining that this was discussed in the April Board Meeting. PAWSD
197 main water line that feeds Eagle Peak Ranch subdivision is not in the easement. An appraisal was done on the
198 property to figure out how much easement is needed and an offer was made to both property owners. Mr.
199 Ramsey explained that one property owner took the offer and granted the easement while the other property
200 owner asked for more money. Mr. Ramsey added that he spoke with PAWSD attorney and he stated that
201 PAWSD does not have to give the property owner anything as the water line was there before he bought the

202 property. Mr. Ramsey explained that there are three options on this issue: do not do anything, give the property
203 owner the appraised value, or give the property owner more money.

204

205 A motion was made by Chairman Smith and seconded by Director Walsh to keep the original offer. The motion
206 passed unanimously.

207

208 **Manager Talking Points**

209

210 Justin Ramsey began the discussion by explaining that water loss is about where it has been in previous
211 months. Mr. Ramsey added that with the engineering work being done at the Snowball Water Treatment Plant it
212 came to PAWSD attention that the meter used to verify water that is leaving the Snowball Plant that is used in
213 the determination of the water loss is off by as much as 50% when the tank is not 100% full. This has been
214 making the water loss look worse than it is but PAWSD is getting rid of it in two years.

215

216 Mr. Ramsey explained that PAWSD has lost several employees recently and has not had much luck in hiring
217 new employees. Mr. Ramsey added that it is necessary to increase PAWSD budget in order to pay their
218 employees what they deserve based on the responsibilities they have. Mr. Ramsey noted that he is
219 recommending a 10% increase in annual salary budget. The Board supported this decision.

220

221 Aaron Burns explained that Ronny Farmer will be at the June Board Meeting to present the audit. Mr. Burns
222 suggested moving the Board Meeting date back one to two weeks in order to give Mr. Farmer the time he needs
223 to finish his work. The Board agreed to move the meeting to June 24, 2021.

224

225 **Any other Business Brought before the Board will be Duly Considered**

226

227 There being no other business brought before the Board, Director Brueckner made a motion to adjourn at
228 6:36pm, Director Walsh seconded the motion, which passed unanimously.

229

230

231 Respectfully submitted,

232

233

234

235 Gordon Mclver

236 Secretary

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
JUNE 24, 2021 WORK SESSION

Call to Order

The Work Session for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 3:53p.m

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, Paul Hansen, and Gordon McIver. Blake Brueckner was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Diane Maun, Elsa White, Christina Velarde, and Nancy Stahl.

Discussion of Resolution for Fee Waivers

Justin Ramsey began the discussion by explaining that he would like the Board to determine what PAWSD should do for properties that have outstanding financial commitments on them that often times have ballooned to the point that the outstanding commitments are more than the property value. Mr. Ramsey noted that this issue started with properties at Chris Mountain that now have developers interested in inquiring these properties and are coming to PAWSD asking staff what fees can be written off.

Director Hansen asked Mr. Ramsey if he attended the County's meeting regarding this issue. Mr. Ramsey responded that he did attend the meeting but no decisions were made.

Director Walsh added that if PAWSD were to take away Availability Fees for the lots that have not paid, they may have to rebate the availabilities that have been paid on the surrounding lots in order to be fair.

Director Hansen added that he believes that a special assessment should be assessed on all of these lots by the County. Mr. Ramsey noted that that is out of PAWSD control and if these properties are already behind on their fees, adding another assessment fee on top of that is not going to help.

Aaron Burns noted that he would like to look at the different types of treasurer's deeds and how they are treated as it appears that there are a few different ways they can be treated. Mr. Burns added that one of these deeds allows PAWSD to have a say in what gets paid and what doesn't and that question needs to be answered before they know if the fees can be waived or not.

Diane Maun explained that if an investor were to purchase a county held lien, PAWSD would receive all of their money back from that purchase. Another scenario is that investors may contact PAWSD to negotiate their fees and it is PAWSD decision whether or not to waive any fees. In the third scenario, the County owns the tax liens, they go through the treasurer's deed process and anybody who bought a tax lien after them will be paid. Everything within the county held lien gets dropped.

Board directed staff to have PAWSD attorney contact the County's attorney in order to come to an agreement on whether or not PAWSD can make the investors pay the tap fees. PAWSD staff is not to write off any fees at this time.

Any other Business Brought before the Board will be Duly Considered

52

53 There being no other business brought before the Board, Chairman Smith made a motion to adjourn at 4:43p.m.

54 Director Mclver seconded the motion, which passed unanimously.

55

56

57 Respectfully submitted,

58

59

60

61 Gordon Mclver

62 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
JUNE 24, 2021 REGULAR MEETING

5
6
Call to Order

7 The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by
8 Chairman Smith at 5:00p.m

9
10
11
Attendance

12 The following Directors were present: Jim Smith, Glenn Walsh, and Paul Hansen, and Gordon McIver. Blake
13 Brueckner was not present. A motion was made by Director McIver and seconded by Director Hansen to excuse
14 Director McIver and Director Hansen from the 5/20/2021 Regular Meeting. The motion passed unanimously.

15
16 In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Ronny Farmer

17
18
19
Approval of Minutes

20 The Directors reviewed the minutes for the May 20, 2021 Regular Meeting (all copies attached). Director Walsh
21 noted that Blake Brueckner needed to be added to the attendance. A motion was made by Director Hansen and
22 seconded by Director McIver to approve the minutes with the suggested change. The motion passed
23 unanimously.

24
25
26
Public Comment

27 Chairman Smith opened the meeting to public comment. There were no comments offered by the public present
28 at this time.

29
30
31
Consideration of Anne Doubek's Request for Certified and Collections Fee Waivers

32 Justin Ramsey began the discussion by explaining that the Board discussed this topic in the May 2021 Regular
33 Board Meeting. Ms. Doubek owns a property in Chris Mountain and was asking that the Board consider waiving
34 some of the fees that were discussed in the previous Work Session. Mr. Ramsey added that based on the
35 direction that PAWSD staff got in the Work Session, this request will need to be either tabled or denied.

36
37 A motion was made by Director Walsh and seconded by Director McIver to deny Anne Doubek's Request for
38 Certified and Collections Fee Waivers. The motion passed unanimously.

39
40
41
Consideration of Steve Nelson's Request for Reimbursement

42 Aaron Burns began the discussion by explaining that Mr. Nelson bought a property out of foreclosure, and while
43 it was in the foreclosure process, fees were accumulated. Water was turned off to the property due to non-
44 payment and when Mr. Nelson called to have the water turned back on, he was notified of the outstanding
45 balance. Mr. Nelson is requesting that PAWSD waive the outstanding balance that the previous property owner
46 failed to pay. Chairman Smith noted that he believes that Mr. Nelson should have done research on the property
47 before purchasing.

48
49 A motion was made by Chairman Smith and seconded by Director Walsh to deny Steve Nelson's Request for
50 Reimbursement. The motion passed 2 to 1 with Director McIver abstaining.

52 **Consideration of 2020 Audited Financial Statements**

53

54 Ronny Farmer with rfarmer, llc. presented the 2020 Audited Financial Statements (copy attached), reviewing the
55 different components of the audit, highlighting the management's discussion and analysis, details regarding the
56 different funds, and the financial statements. Mr. Farmer presented the audit with an unqualified opinion as the
57 financial statements have no material weaknesses or significant deficiencies. Following questions from the
58 Board, a motion was made by Director Mclver and seconded by Chairman Smith to approve the 2020 Audited
59 Financial Statements. The motion passed unanimously

60

61 **Manager Talking Points**

62

63 Justin Ramsey began the discussion by explaining that water loss is up from previous months. Mr. Ramsey
64 added that this may be due to error on estimations on some leaks that were recently fixed.

65

66 Mr. Ramsey noted that PAWSD is currently at 49 connections compared to 31 in 2020 and 19 in 2019.

67

68 Mr. Ramsey explained that he received a call from a realtor asking if PAWSD wanted to sell the 21 acre parcel
69 from the Running Iron Ranch property. Mr. Ramsey added that according to the CWCB loan agreement,
70 PAWSD cannot sell the property as they are not allowed to break up the parcels. Director Mclver asked if it can
71 be used as part of the reservoir. Mr. Ramsey responded that the 21 acres was supposed to be used to place a
72 pump station and pump water from the river into the reservoir. The Board directed staff not to proceed with this
73 matter.

74

75 Mr. Ramsey explained that PAWSD is looking at some pretty big expenditures and is hoping to offset some of
76 that with grants. Mr. Ramsey noted that it may be a wise decision to hire a grant writer. Mr. Ramsey added that
77 he had a meeting with Aaron Burns, Jim Smith, and Renee Lewis and Ms. Lewis stated that she would be
78 interested. The Board directed staff to pursue Ms. Lewis as a grant writer for PAWSD.

79

80 **Any other Business Brought before the Board will be Duly Considered**

81

82 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:05pm,
83 Director Mclver seconded the motion, which passed unanimously.

84

85

86 Respectfully submitted,

87

88

89

90 Gordon Mclver

91 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
JULY 19, 2021 SPECIAL MEETING

Call to Order

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by PAWSD Chairman Smith at 4:59p.m.

Attendance

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, and Gordon Mclver. Paul Hansen and Blake Brueckner were not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Clayton Chaney and Terri House

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Consideration of Entering Drought Stage 1 per the 2020 PAWSD Drought Management

Justin Ramsey began the discussion by explaining that the river is currently flowing at less than 50% of median for this time of year. The low river flows is the primary factor for entering the drought Stage 1 in compliance with the 2020 Drought Management Plan. Mr. Ramsey explained that a Stage 1 drought restriction will require customers to limit irrigate between 6p.m. and 9a.m. There will not be a surcharge or an increase in rates for PAWSD customers.

A motion was made by Director Walsh and seconded by Director Mclver to declare a Stage 1 Drought Restriction. The motion passed unanimously.

Any other Business Brought before the Board will be Duly Considered

There being no further business to come before the Board, Director Mclver made a motion to adjourn at 5:08p.m., Director Walsh seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver
Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
AUGUST 12, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 4:59p.m

Attendance

The following Directors were present: Jim Smith, Blake Brueckner, Glenn Walsh, and Paul Hansen. Gordon McIver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Louie Kazynski, Bill Hudson, Brent Turner, Clayton Chaney, Terri House, and Renee Lewis

Approval of Minutes

The Directors reviewed the minutes for the June 24, 2021 Work Session and the June 24, 2021 Regular Meeting (all copies attached). Director Walsh suggested changing the term “water rights” to “fees” under Consideration of Steve Nelson’s Request for Reimbursement in the June 24, 2021 Regular Meeting minutes. A motion was made by Director Walsh and seconded by Director Hansen to approve the minutes with the suggested change. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. Louis Kaczynski, property owner at 472 Lariat Pl., began the discussion by explaining that he built a house in Eagle Peak and PAWSD has a water tank that sits on his property. Mr. Kaczynski added that there was not a legal easement at the time that the tank was placed. Mr. Kaczynski explained that he put a road to the property that PAWSD has used as well as getting power supplied to the property that he agreed to let PAWSD use as well. Mr. Kaczynski explained that when PAWSD hooked up to the power, he wanted the line to follow his existing power line, but instead it was trenched the opposite direction. Mr. Kaczynski added that PAWSD offered to move the line, but he declined the offer. Mr. Kaczynski mentioned that he would like a \$10,000 dollar reimbursement from PAWSD to make up for the electrical line as well as the easement for the water tank.

Justin Ramsey explained that the water tank is on an existing easement but the water line is not. It was discovered that the easement for the water line goes the opposite direction of the actual water line, but the easement was never changed. Mr. Ramsey had an appraisal done on the property and offered Mr. Kaczynski as well as Mr. Davis the amount that the appraiser said they were worth. Mr. Davis agreed to the appraised amount and also agreed to let PAWSD use his driveway.

Chairman Smith asked Mr. Ramsey what PAWSD attorney said about this issue. Mr. Ramsey responded that the attorney stated that since the water line has been there for over 18 years, it is a prescriptive easement and PAWSD was very generous with what they were offering.

The Board directed Mr. Kaczynski to negotiate with the District Manager to try to come to an agreement.

Bill Hudson, President of the Pagosa Housing Partners, explained that they did a survey in cooperation with the Chamber of Commerce, the Town of Pagosa Springs, the Pagosa Sun, and Mike Heraty on the housing

52 situation in Pagosa Springs. Mr. Hudson asked to be put on the agenda at the next scheduled PAWSD Regular
53 Board Meeting to do a presentation on this survey.

54

55 **Consideration of Professional Consulting Agreement for Grant Writer**

56

57 Justin Ramsey began the discussion by reminding the Board that there was discussion in the prior Board
58 Meeting about bringing on a grant writer. Mr. Ramsey noted that PAWSD has some large projects approaching
59 and it may be beneficial to hire someone to start looking for grants and low interest loans. Mr. Ramsey added
60 that PAWSD management has selected Renee Lewis as she has a good background of what PAWSD does.

61

62 Director Walsh suggested that travel and lodging be approved by the District Manager instead of the Board.

63

64 A motion was made by Director Walsh and seconded by Director Hansen to approve the professional consulting
65 agreement for grant writer with the suggested change. The motion passed unanimously.

66

67 **Consideration of COLOTRUST EDGE Investment Account**

68

69 Brent Turner, representative for the COLOTRUST local government investment group, began the discussion by
70 explaining that they are governed by a board of trustees that is comprised of government finance officers. Mr.
71 Turner explained that over the past 16 months, COLOTRUST developed a new portfolio called EDGE that was
72 launched on May 3rd. Mr. Turner added that they have just over 50 investors in Colorado so far and it may be
73 something that PAWSD management consider to be a decent idea for managing a portion of the District's
74 money.

75

76 Aaron Burns explained that there are two clauses in the PAWSD investment policy that speak to liquidity and
77 the investment officer needs to allocate funds accordingly. Mr. Burns explained that the particular clause that he
78 is referring to does not define a maturity date, but it speaks to that responsibility. Mr. Burns added that PAWSD
79 may not move the debt service account to EDGE initially as it draws to 0 at the end of every year.

80

81 **Consideration of Treasurers Deed Process**

82

83 Aaron Burns began the discussion by explaining that he had a conversation with the PAWSD attorney who
84 explained that if a treasurer's deed is issued on a property, PAWSD fees go away. Director Walsh asked how
85 much control the County has over allowing properties to go to treasurer's deed. Mr. Ramsey responded that
86 there is going to be a meeting with the County about that issue.

87

88 Director Walsh suggested adding a surcharge to the PAWSD statements for lost infrastructure costs due to
89 treasurer's deeds. Director Hansen suggested having a separate surcharge strictly on the lots that go to
90 treasurer's deed. Mr. Ramsey added that he would have to look into whether or not that is legal. Director
91 Brueckner suggested excluding properties from the district when a treasurer's deed is issued.

92

93 Mr. Ramsey noted that the County attorney and PAWSD attorney are going to meet and discuss the treasurer's
94 deed process and PAWSD concerns with it.

95

96 **Manager Talking Points**

97

98 Justin Ramsey began the discussion by explaining that PAWSD has a bad discharge meter at the Hatcher Plant
99 and he will not know what the water loss is until that is repaired.

100

101 Mr. Ramsey explained to the Board that PAWSD started closing the gate at the office to the public because of
102 COVID-19 and they have been trying to follow the health department's guidelines as best as they could. Mr.

103 Ramsey explained that although there are benefits to keeping the gate closed, PAWSD does not want to take
104 away service to the community. The Board recommended that PAWSD open the gate to the office to the extent
105 that it makes business sense. Mr. Ramsey noted that he would ask San Juan Basin Public Health what they
106 recommend.

107

108 Mr. Ramsey noted that the hospital is having a meeting on affordable housing that he is going to attend and
109 stated that he would keep the Board members informed on what is discussed at the meeting.

110

111 **Any other Business Brought before the Board will be Duly Considered**

112

113 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:43pm,
114 Director Brueckner seconded the motion, which passed unanimously.

115

116

117 Respectfully submitted,

118

119

120

121 Gordon Mclver

122 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
SEPTEMBER 2, 2021 SPECIAL MEETING

Call to Order

The Special Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by PAWSD Chairman Smith at 4:59p.m.

Attendance

The following PAWSD Directors were present: Jim Smith, Glenn Walsh, Paul Hansen and Blake Brueckner. Gordon Mclver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Consideration of Letter of Support for EIAF Grant Application

Justin Ramsey began the discussion by explaining that this is a DOLA grant for up to \$600,000 dollars and PAWSD is going for about \$400,000 dollars for the engineering of the Snowball Plant.

A motion was made by Director Hansen and seconded by Director Walsh to approve the letter of support for EIAF grant application. The motion passed unanimously.

Any other Business Brought before the Board will be Duly Considered

There being no further business to come before the Board, Director Hansen made a motion to adjourn at 5:15p.m., Director Brueckner seconded the motion, which passed unanimously.

Respectfully submitted,

Gordon Mclver
Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
OCTOBER 28, 2021 REGULAR MEETING

Call to Order

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Smith at 5:00p.m.

Attendance

The following Directors were present: Jim Smith, Glenn Walsh, Blake Brueckner, and Paul Hansen. Gordon McIver was not present.

In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Miller. Also present was: Clayton Chaney, Dana Guinn, and Chad Hill.

Approval of Minutes

The Directors reviewed the minutes for the August 12, 2021 Regular Meeting and September 02, 2021 Special Meeting (all copies attached). A motion was made by Director Brueckner and seconded by Director Hansen to approve the minutes. The motion passed unanimously.

A motion was made by Director Walsh and seconded by Chairman Smith to excuse Director Brueckner from the 6/24/2021 Regular Meeting, 6/24/2021 Work Session, and 7/19/2021 Regular Meeting, Director Hansen from the 7/19/2021 Regular Meeting, and Director McIver from the 8/12/2021 Regular Meeting, 9/02/2021 Special Meeting, and 10/28/2021 Regular Meeting. The motion passed unanimously.

Public Comment

Chairman Smith opened the meeting to public comment. There were no comments offered by the public present at this time.

Pagosa Housing Partners Presentation

Aaron Burns explained to the Board that this presentation has been rescheduled for the December 9, 2021 Regular Meeting.

Consideration of San Juan Headwaters Forest Health Partnership Presentation and Donation Request

Dana Guinn began the discussion by explaining that she manages the San Juan Headwaters Forest Health Partnership (SJHFHP) which PAWSD has been helping to support for a number of years. Ms. Guinn explained that SJHFHP brings stakeholders together to prioritize, plan, apply, and monitor the work that they do in their forest and watersheds in the area. Ms. Guinn noted that SJHFHP hosts a variety of events every year to help people learn more about the forest that impacts water delivery systems and the community. SJHFHP depends on local donations so that they can match grant dollars and multiply the money that they have in order to make more of an impact on the ground. Ms. Guinn requested a donation of \$7,000 to SJHFHP to support their work in 2022.

The Board requested that Ms. Guinn attend the December meeting with supporting documentation from work that SJHFHP did in 2021.

52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100

A motion was made by Director Hansen and seconded by Director Brueckner to table the discussion until the December 9, 2021 Regular Meeting. The motion passed unanimously.

Public Hearing on 2022 Draft Budget

The Public Hearing on the 2022 Draft Budget was opened by Chairman Smith at 5:13p.m.

Aaron Burns began the discussion by pointing out that the Draft Budget meets all Debt Service Coverage ratio requirements. Mr. Burns noted that 33 Full Time Equivalent (FTE) are budgeted for all of 2022 and that wage projections continue to allow for step increases between 1-3% per year. Mr. Burns added that the Worker's Comp experience modification (MOD) will decrease slightly in 2022 based upon claim experience. He added that health insurance expenses are projected to increase by 3.5% in 2022 based on historical increases and two additional FTE's. Mr. Burns explained that there is an increase in capital expenditures listed for 2022 as the Snowball Plant engineering reconstruction engineering phase continues. Various other items were reviewed including the replacement of two service vehicles.

There being no further discussion or questions, the Public Hearing was closed by Chairman Smith at 6:21p.m.

Consideration of Designated Investment Officer Change on PAWSD Investment Policy

Aaron Burns began the discussion by explaining that the PAWSD Investment Policy currently grants access to a specific person as the investment officer. Mr. Burns proposed to the Board changing this in order to make it specific to a position and not a person.

A motion was made by Director Brueckner and seconded by Director Hansen to amend the policy to delegate the authority of investment officer to whoever is in the position whether than a specific person. The motion passed unanimously.

Consideration of SGM Contract Amendment

Justin Ramsey began the discussion by explaining that PAWSD hired SGM in 2020 with the intention of amending the original contract. Mr. Ramsey explained that the budget item was approved but the actual contract between PAWSD and SGM was not.

A motion was made by Director Hansen and seconded by Director Walsh to approve Amendment No. 1 to Owner-Engineer Agreement between PAWSD and SGM regarding the Snowball Water Treatment Plant. The motion passed unanimously.

Consideration of Changing Drought Status

Justin Ramsey began the discussion by explaining that PAWSD has been out of drought stage 1 for about a month and there is no reason to stay in this drought stage.

A motion was made by Director Brueckner and seconded by Director Hansen to move into voluntary drought status. The motion passed unanimously.

Manager Talking Points

101 Justin Ramsey began the discussion by explaining that after the August Board Meeting, the gate to PAWSD
102 administrative offices was re-opened to the public. Since then, PAWSD staff has decided to once again close
103 the gate to the public as it has been inconvenient with short staffing.
104

105 Mr. Ramsey explained that TABOR limits PAWSD ability to get state funded grants but PAWSD attorney
106 explained that this can be removed with a vote. PAWSD would still be under TABOR but would not have the
107 limitations on acquiring grants.
108

109 Mr. Ramsey added that JR Ford is being appointed to the Urban Renewal Authority Board and suggested the
110 PAWSD Board support him. Director Walsh noted that Mr. Ford is a strong advocate for citizen and voter rights
111 and has been a very good representative of the URA. The Board agreed to write a joint letter to the URA Board
112 to support Mr. Ford's reappointment.
113

114 Mr. Ramsey explained that he was approached about doing cloud seeding. The Board agreed that they are not
115 interested in pursuing this topic.
116

117 **Any other Business Brought before the Board will be Duly Considered**

118
119 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:36pm,
120 Director Brueckner seconded the motion, which passed unanimously.
121

122 Respectfully submitted,
123
124
125

126 Gordon Mclver
127 Secretary

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

RECORD OF PROCEEDINGS
PAGOSA AREA WATER AND SANITATION DISTRICT
DECEMBER 9, 2021 REGULAR MEETING

5
6
Call to Order

7 The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by
8 Chairman Smith at 4:59p.m

9
10
11
Attendance

12 The following Directors were present: Jim Smith, Paul Hansen, Glenn Walsh, and Blake Brueckner. Gordon
13 Mclver was not present. A motion was made by Director Hansen and seconded by Director Brueckner to excuse
14 Director Mclver from the meeting. The motion passed unanimously.

15
16 In attendance from staff: Justin Ramsey, Aaron Burns, and Marissa Perdee. Also present was: Clayton
17 Chaney, Bill Hudson, and Dana Guinn

18
19
20
Approval of Minutes

21 The Directors reviewed the minutes for the October 28, 2021 Regular Meeting (all copies attached). A motion
22 was made by Director Hansen and seconded by Director Walsh to approve the minutes. The motion passed
23 unanimously.

24
25
26
Public Comment

27 Chairman Smith opened the meeting to public comment. There were no comments offered by the public present
28 at this time.

29
30
31
Consideration of Certification of Mill Levies

32 Aaron Burns reviewed the results of the final Assessed Values Reports from Archuleta County noting that
33 TABOR restrictions have been triggered in both District 1 and District 2. Mr. Burns noted that the total mill levy
34 for District 1 is 5.144 and the total mill levy for District 2 is 1.784 for general operating.

35
36 A motion was made by Director Hansen and seconded by Director Walsh to certify the District 1 & 2 Mill Levies
37 as presented. The motion passed unanimously.

38
39
40
Pagosa Housing Partners Presentation

41 Bill Hudson began the discussion by explaining that Root Policy Research did a survey in July for workers in
42 Pagosa Springs. According to the study, there are an estimated 800 additional homes needed for permanent
43 residents. Mr. Hudson explained that Pagosa Housing Partners has a petition that, if approved, would put a fee
44 on vacation rentals of \$150 dollars per month per bedroom. This money would be used for workforce housing
45 support for households earning 100% AMI and below.

46
47 Mr. Hudson explained that if someone were to purchase a commercial building, they would pay commercial
48 property tax on it, but if they were to buy a residential building and turn it into a commercial operation, the state
49 would still charge them a residential rate. Mr. Hudson added that Pagosa Housing Partners is trying to make it
50 so that the residential properties that are being used commercially are contributing to the community the same
51 way they would be if they were considered commercial properties.

52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101

Consideration of San Juan Headwaters Forest Health Partnership Presentation and Donation Request

Dana Guinn began the discussion by explaining that she is the partnership coordinator with San Juan Headwaters Forest Health Partnership (SJHFHP) which PAWSD has been helping to support for a number of years. Ms. Guinn explained that PAWSD donation helps to ensure that water resources and delivery systems are part of the US Forest Service planning and prioritization conversations. It also helps to support dissemination of information to the public about needs and issues related to forest management. Ms. Guinn added that SJHFHP is working to protect water resources by designing and pursuing projects that reduce the impacts of potential disturbances. SJHFHP goal is to facilitate conversations so that the community can be resilient to disturbances.

A motion was made by Director Hansen and seconded by Director Walsh to approve the San Juan Headwater Forest Health Partnership Donation Request. The motion passed unanimously.

Consideration of Resolution 2021-02 to adopt the 2022 Budget

Aaron Burns opened the conversation by highlighting changes to the Draft Budget presented earlier at the October 28th meeting. He noted that an extra \$45K has been added to the budget for grant writing expenses as well as \$45K for ballot costs in the upcoming election. Mr. Burns added that an additional two field staff FTE's as well as two additional used vehicles have also been added to the 2022 budget. Mr. Burns explained that one of PAWSD lift stations is in worse condition than they thought and an additional \$100K has been added to the budget for repairs. Mr. Burns noted that these changes brought the debt service coverage ratio down to 1.51 which is still well above minimum debt service coverage ratio of 1.25. After further discussion, Director Walsh made a motion to approve Resolution 2021-02 to adopt the 2022 Budget and appropriate funds. Director Hansen seconded the motion which passed unanimously.

Discussion of 2022 Water Rate Study Increase

Justin Ramsey explained to the Board that if they decide to move forward with the water rate study done in 2018, there will be a 6% increase in water rates in 2022. A public hearing will be necessary in the January 2022 Board Meeting for this decision to be made.

Discussion on Accessory Dwelling Unit (ADU) and Short Term Rental Fees

Director Walsh began the discussion by explaining that he believes it would benefit the District to charge an extra monthly water and sewer fee for ADU's exceeding 600 square feet. Director Walsh noted that currently homeowners can easily build ADU's on their property of any size to use as vacation rentals without having to pay additional fees. Director Brueckner asked if it would make more sense to change the capital investment fees rather than charge more for additional units on a property. Mr. Ramsey responded that another option would be to define what an ADU is in order to ensure that there are not two houses on one lot. The Board directed staff to look into what it would take to identify an ADU.

Manager Talking Points

Justin Ramsey explained that the meters used for water loss are working again but they need to be calibrated. Mr. Ramsey believes there will be accurate numbers by the January 13, 2022 Board Meeting.

Any other Business Brought before the Board will be Duly Considered

102 There being no other business brought before the Board, Director Hansen made a motion to adjourn at 6:21pm,
103 Director Brueckner seconded the motion, which passed unanimously.

104

105 Respectfully submitted,

106

107

108

109 Gordon Mclver

110 Secretary