

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR MEETING

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for Thursday October 10, 2024 at 5:00 p.m. The Regular Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

1. Call to Order
2. Roll Call
3. Consideration of Agenda
4. Approval of Minutes – 8/29/24 Regular Meeting, 9/12/24 Special Meeting, and 9/12/24 Regular Meeting
5. Public Comment
6. Consideration of Board Vacancy and Letter of Interest
7. Consideration of EU Transfer – Harvey J Catchpole Jr.
8. Consideration of On-call Sewer System Modeling Proposal – Plummer Associates
9. Consideration of Draft 2025 Budget
10. Manager’s Talking Points
11. Any other Business Brought before the Board will be Duly Considered

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Justin Ramsey  
For the Board of Directors



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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**SEPTEMBER 12, 2024 SPECIAL MEETING**

**Call to Order (0:00:11)**

The Special Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Jim Smith at 4:01 p.m.

**Attendance (0:00:30)**

The following Directors were present: Jim Smith, Glenn Walsh, Bill Hudson, and Gene Tautges (virtual).

In attendance from staff: Justin Ramsey (virtual), Renee Lewis, and Aaron Burns.

Also present: Tim Ward (virtual), Josh Pike (virtual), and Marcus Lock (virtual).

**Consideration of an executive session to discuss Running Iron Ranch (the “Subject Matter”) pursuant to C.R.S. Section 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District’s general counsel on the Subject Matter and C.R.S. Section 24-6-402 (4)(e)(I), to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators with respect to the Subject Matter. (0:00:43)**

A motion was made by Director Hudson and seconded by Director Walsh to enter into Executive Session for the purposes cited above. The motion passed unanimously. Director Tautges was not present for the vote. The Board entered into Executive Session at 4:03 p.m.

A motion was made by Director Hudson and seconded by Director Walsh to exit Executive Session. The motion passed unanimously. The Board returned to Open Session at 4:55 p.m. A motion was made by Director Walsh and seconded by Chairman Smith to direct staff to comply with the consultation obligations with Colorado Water Conservation Board and San Juan Water Conservancy District provided in Section 5.2.1. of the Agreement to Restructure Colorado Water Conservation Board Dry Gulch Reservoir Loan Contract Number C150261. The motion passed unanimously.

**Other Business**

There being no other business to come before the Board, the meeting was adjourned at 4:58 p.m.

Respectfully submitted,

Bill Hudson  
Secretary

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**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**SEPTEMBER 12, 2024 REGULAR MEETING**

**Call to Order (0:00:24)**

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

**Attendance (0:00:30)**

The following Directors were present: Jim Smith, Glenn Walsh, and Bill Hudson.

In attendance from staff: Justin Ramsey (virtual), Renee Lewis, and Aaron Burns.

Also present: Tim Ward (virtual), Josh Pike (virtual), and Mike Davis.

**Consideration of Agenda (0:01:56)**

A motion was made by Director Hudson and seconded by Director Walsh to accept the agenda as presented. The motion passed unanimously.

**Approval of Minutes – 8/29/2024 Regular Meeting (0:02:20)**

A motion was made by Director Walsh and seconded by Director Hudson to approve the minutes as presented. The motion passed unanimously.

**Public Comment (0:02:51)**

No comments were offered.

**Consideration of Main Line Acceptance Agreement – Pagosa Springs Ventures, LLC (0:03:25)**

Renee Lewis presented an overview of the proposed water main line extension and the properties that could potentially be served highlighting the potential fire flow issues at the end of the line as detailed in the modeling summary (copy attached). Ms. Lewis stated staff had contacted Pagosa Fire Protection District regarding its fire flow recommendation for the project, but it had since decided to no longer require a standard fire flow for the line because it was deemed residential. The District's general counsel had drafted a noticing letter to provide to each of the property owners that could potentially be served by the line describing the fire flow issues and recording the notice against the properties with the Archuleta County Clerk & Recorder's office. A motion was made by Director Hudson and seconded by Chairman Smith to approve the main line extension as presented for the 8.5 EUs that were considered in the modeling summary taking into account staff and Board concerns regarding the potential fire flow issues. The motion passed unanimously with Director Walsh reluctantly voting affirmatively due to the possible fire flow issues at the end of the line and potential related operations and maintenance obligations the District may have in the future.

**Consideration of Board Vacancy (0:52:42)**

52 Renee Lewis presented the status of Letters of Interest submitted for the board vacancy stating  
53 the two previously submitted letters had since been withdrawn. A motion was made by Director  
54 Hudson and seconded by Chairman Smith to advertise the vacancy in the Pagosa SUN as a  
55 display ad. The motion passed unanimously.

56  
57 **Consideration of Resolution 2024 – 05 – Preferred Policy Regarding Board Appointments**  
58 **to Board Vacancies**

59  
60 The Board agreed to table this item to a future meeting.

61  
62 **Consideration of Resolution 2024 – 06 – Reimbursement Resolution for Certain Capital**  
63 **Expenditures from Bond Proceeds (0:56:15)**

64  
65 Aaron Burns presented the necessity of Resolution 2024 – 06 explaining it allows the District to  
66 reimburse the respective enterprise funds for expenditures incurred prior to the receipt of  
67 revenue bond funding (copy attached). A motion was made by Director Walsh and seconded by  
68 Director Hudson to adopt Resolution 2024 – 06 – Reimbursement Resolution for Certain Capital  
69 Expenditures from Bond Proceeds as presented. The motion passed unanimously. The Board  
70 also agreed to schedule a second meeting for October on the 24<sup>th</sup> for a presentation by Piper  
71 Sandler on the revenue bonds efforts.

72  
73 **Consideration of 2nd Quarter 2024 Financial Statements (1:05:30)**

74  
75 Aaron Burns presented an overview of the 2<sup>nd</sup> Quarter 2024 Financial Statements (copy  
76 attached).

77  
78 **Manager Talking Points (1:19:14)**

79  
80 Justin Ramsey provided updates on the connection season to date, Snowball Water Treatment  
81 Plant replacement construction progress, discussions with Pagosa Fire Protection District  
82 regarding fire flow requirements, and Running Iron Ranch leases, maintenance, and fencing.  
83 Renee Lewis provided updates on Running Iron Ranch leases, major projects, grant  
84 applications, Vista Wastewater Treatment Plant Upgrades design approval and funding, and  
85 availability charges across the District's customer classes.

86  
87 **Other Business (1:39:03)**

88  
89 Director Hudson offered the Running Iron Ranch Subcommittee meet with individuals with  
90 various inquiries regarding the Running Iron Ranch rather staff at the initial stages. The Board  
91 and staff agreed that would be preferable.

92  
93 There being no other business to come before the Board, the meeting was adjourned at 6:41  
94 p.m.

95  
96 Respectfully submitted,

97  
98  
99 Bill Hudson  
100 Secretary

101

1  
2 **RECORD OF PROCEEDINGS**  
3 **PAGOSA AREA WATER AND SANITATION DISTRICT**  
4 **SEPTEMBER 27, 2024 SPECIAL MEETING**

5 **Call to Order (0:00:54)**  
6

7 The Special Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was  
8 called to order by Chairman Jim Smith at 2:00 p.m.  
9

10  
11 **Attendance (0:01:09)**  
12

13 The following Directors were present: Jim Smith, Glenn Walsh, Bill Hudson, and Gene Tautges.  
14

15 In attendance from staff: Justin Ramsey (virtual), Renee Lewis (virtual), and Aaron Burns.  
16

17 Also present: Candance Jones (virtual), Randi Pierce (virtual), and Marcus Lock (virtual).  
18

19 **Consideration of an executive session to discuss Running Iron Ranch and the 2015**  
20 **Agreement to Restructure Colorado Water Conservation Board Dry Gulch Reservoir Loan**  
21 **Contract Number 150261 between San Juan Water Conservancy District, Colorado Water**  
22 **Conservation Board, and PAWSD regarding the same (the "Subject Matter") pursuant to**  
23 **C.R.S. Section 24-6-402(4)(a) concerning the purchase, acquisition, lease, transfer, or**  
24 **sale of any real, personal, or other property interest, C.R.S. Section 24-6-402(4)(b) for the**  
25 **purpose of receiving legal advice on specific legal questions from the District's general**  
26 **counsel on the Subject Matter, and C.R.S. Section 24-6-402 (4)(e)(I), to determine**  
27 **positions relative to matters that may be subject to negotiations, developing strategy for**  
28 **negotiations, and instructing negotiators with respect to the Subject Matter. (0:01:20)**  
29

30 A motion was made by Director Walsh and seconded by Director Hudson to enter into Executive  
31 Session for the purposes cited above. The motion passed unanimously. The Board entered  
32 into Executive Session at 2:04 p.m.  
33

34 A motion was made by Director Walsh and seconded by Director Hudson to exit Executive  
35 Session. The Board returned to Open Session at 2:41 p.m. Upon returning to Open Session,  
36 Director Walsh stated the Board had received the advice of counsel and directed staff based on  
37 that advice; otherwise, no decisions were made.  
38

39 **Other Business**  
40

41 There being no other business to come before the Board, the meeting was adjourned at 2:43  
42 p.m.  
43

44 Respectfully submitted,  
45

46  
47 Bill Hudson  
48 Secretary

## Board Agenda Summary Sheet

	To	Action	Signature, Date		To	Action	Signature, Date
1	Justin Ramsey	Review		6			
2	Board	Approve		7			
3				8			
4				9			
5				10			

<b>Name of Action Official:</b> Renee Lewis	<b>Phone:</b>	<b>Board Meeting Date:</b> October 10, 2024	<b>Priority</b> <input type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low
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**Subject:** BOD Vacancy and Letter of Interest

Please see attached the one Letter of Interest received by the deadline of October 2, 2024.

Richard Alexander Boehmer (Alex)

970-880-4850

293 Midiron Ave, Pagosa Springs, CO 81147

[akboehmer971@gmail.com](mailto:akboehmer971@gmail.com)

Chairman Jim Smith & Renee Lewis,

My name is Richard "Alex" Boehmer and I am interested in serving as a director for the Pagosa Area Water and Sanitation District. I am a 2012 Pagosa Springs High School graduate, husband, father, former volunteer firefighter, and homeowner in Pagosa Springs. Since 2021 I have been employed by PBS Heating and Air where I specialize in hydronic systems. I lived and worked in Blanco Texas from 2017-2021 and was employed as a residential and light commercial plumber. I believe that my professional training and mechanical knowledge will benefit PAWSD and the community.

Maintaining a dependable water and sewer system, planning for future growth, adhering to federal and state requirements, and giving this service to our ratepayers at the best price will be my focus if appointed. As one of five board members overseeing millions of dollars of resources I will act conservatively with the understanding that mismanagement of funds and a lack of focus on our central mission can create serious problems for our community and our future. I am happy with the current leadership and direction of the board and do not wish to "rock the boat" or change the direction and current planning.

Thank you, to the Board of Directors, for your consideration for this important position. I am excited for this opportunity to help in continuing to make Pagosa Springs a great place to vacation, live, and raise a family. I look forward to helping maintain PAWSD as a reliable resource for water and wastewater treatment now and for our future generations. Please feel free to contact me by phone or email with any questions or concerns.

Sincerely,  
Richard "Alex" Boehmer

## Board Agenda Summary Sheet

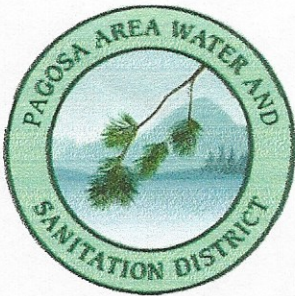
	To	Action	Signature, Date		To	Action	Signature, Date
1	Justin Ramsey	Review		6			
2	Board	Approve		7			
3				8			
4				9			
5				10			

<b>Name of Action Official:</b> Renee Lewis	<b>Phone:</b>	<b>Board Meeting Date:</b> October 10, 2024	<b>Priority</b> <input type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low
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**Subject:** EU Transfer – Harvey Catchpole Jr.

Please see attached EU Transfer Request Form and Agreement for Utility Right-of-Way Easement – Harvey Catchpole Jr. In 1994, the District agreed to provide five transferable water connections to Mr. Catchpole in exchange for an easement for a transmission line and tank. The request here would transfer the last of the five connections per the agreement.





Pagosa Area Water & Sanitation District  
100 Lyn Ave  
Pagosa Springs, CO 81147  
970-731-2691

**Equivalent Unit Transfer Request Form**

**All Equivalent Unit (EU) Transfers must be approved by the Pagosa Area Water & Sanitation District's Board of Directors**

Request Date: Sept. 04, 2024

**Issuing the EU Transfer:**

Acct No/s N/A per Catchpole Agreement with PAWSD 03/31/1994 - Final EU Transfer  
Service Address: X Maverick Easement Drive + 2445 CR 119 Pagosa Spgs CO 81147  
Name: Harvey Catchpole Jr.  
Title: \_\_\_\_\_  
Address: 47 Road 5367 Farmington New Mexico 87401  
Phone Number: 505-486-9802

**Receiving the EU Transfer:**

Acct No/s 10702  
Service Address: X Maverick Easement Drive + 2445 CR 119 Pagosa Spgs. Co 81147  
Current Owner's Name/s: Pagosa 77 Holdings, LLC, David Dronet, Mgr.  
Address: 1067 FM 206, Ste 408, New Braunfels, TX 781230  
Phone Number: \_\_\_\_\_

Current Number of EU : 1

Number of EU to be transferred: 1

Remaining EU : 0

I/We are requesting Pagosa Area Water & Sanitation District, to transfer these EU(s).

Requested By (Print Name): Harvey Catchpole, Jr.

Requested By (Signature): Harvey Catchpole, Jr.

For Internal Use Only	
BOD Decision	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
BOD Chairman Signature	_____
Date	_____



AGREEMENT FOR UTILITY RIGHT-OF-WAY EASEMENT

THIS AGREEMENT entered into this 31st day of March, 1994, by and between Evangeline M. Catchpole, Harvey J. Catchpole, Jr., as Co-Trustee for the Harvey J. Catchpole Testamentary Trust, and Phillip R. McClendon, as Co-Trustee for the Harvey J. Catchpole Testamentary Trust whose address is P.O. Box 416, Pagosa Springs, CO 81147, hereinafter referred to as "Catchpole," and the Pagosa Area Water and Sanitation District, whose address is 100 Lynn Avenue, Pagosa Springs, CO 81147, hereinafter referred to as the "District."

WITNESSETH:

WHEREAS, District has installed an underground potable water transmission line from the City of Pagosa Springs in a generally southerly direction following Archuleta County Road 119 to the Catchpole property and Catchpole has tapped onto that water transmission line and is now servicing their property with potable water supplied by District and,

WHEREAS, for this stated consideration and other additional consideration set forth herein, District desires to obtain from Catchpole, certain utility right-of-way easements and,

WHEREAS, Catchpole for the consideration stated herein, agrees to grant to District the easements as set forth in the Utility Right-of-Way Easement grant deed attached hereto as Exhibit A and incorporated herein by reference as if fully set forth.

NOW THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Catchpole hereby agrees to execute and deliver to District the Utility Right-of-Way Easement for certain underground water transmission lines and storage tank utility right-of-way easements over the lands of Catchpole as more particularly set forth in the Utility Right-of-Way Easement attached hereto as Exhibit A and incorporated herein by reference as if fully set forth.

2. District acknowledges that it has extended its water transmission capabilities from the City of Pagosa Springs to the Catchpole property in generally a southerly direction along Archuleta County Road 119 and Catchpole has tapped into said line for a single family residential purposes. District agrees that there shall be no charge to Catchpole for said extension, maintenance, repair, replacement, or otherwise in delivering a potable water supply to the Catchpole property and there shall be no charge for the Catchpole tap onto the District line for service to the Catchpole single family residence.

Done

Catchpole

- \* Conn: 12-21-93 acct # 8589. (Conn & FUF pd.) Loc# 104000108
- \* Conn: 5-3-01 acct # 7097. (meter upgrade & FUF pd.) Loc# 080000501
- \* Conn: 8-22-07 acct # 10702. (CIF & WRF pd) Loc# 096000006

3. As and for additional consideration for the granting of said easements, District agrees, in the future, to grant to Catchpole four (4) additional single family residential connections to District's distribution system, not to exceed a 5/8 inch by 3/4 inch meter each. Said connections may be requested by Catchpole at any place serviced by the District. The District shall have no obligation to extend its transmission lines beyond the then existing service area at the time of such request by Catchpole. The additional taps to the Districts facilities may be made by Catchpole at no charge to Catchpole for tap or connection fees. Catchpole shall be responsible for the cost of installation of any service line to the tap.

9/8/98: Per JBD TF AND CONN.

4. The four (4) single family residential connections (taps) hereby granted to Catchpole by District shall be fully transferrable by Catchpole with the Grantee being bound by the terms and conditions of this Agreement, which terms and conditions hereof shall bind and inure to the benefit and detriment of the parties hereto their transferees, successors, heirs and assigns.

5. District shall be responsible for the repair, maintenance, rehabilitation and delivery of a potable water supply within its underground water transmission lines to the Catchpole taps with no cost to Catchpole. Catchpole shall be responsible for his monthly water assessment in the same manner as any other water user within the District service area, but no premium over and above charges normally assessed to other users upon the system shall be charged to Catchpole by District for delivery of water by District to Catchpole.

6. If any obligation hereunder is not honored, completed, tendered or performed, there shall be the following remedies and procedure:

A. Catchpole's performance shall be deemed complete upon the execution and delivery of the Utility Right-of-Way Easement attached hereto as Exhibit A.

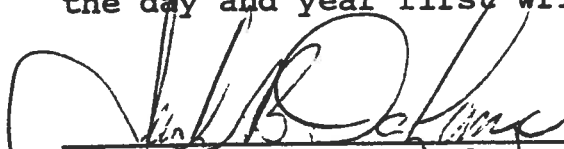
B. In the event of default by the District, Catchpole may pursue, at his option, any remedy at law or in equity, including an action for specific performance plus damages. In the event of litigation or arbitration arising out of this contract the Court shall award to the prevailing party all reasonable costs and expenses, including attorney's fees.

7. This Agreement constitutes the entire Agreement between the parties hereto and no supplement or modification of this Agreement shall be binding unless executed in writing by the parties hereto.


8. If any material provision of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions of this agreement shall remain unimpaired, valid and in full force and effect.


9. The covenants, warranties, conditions and obligations contained herein, including the recitals, shall survive the recording of the Utility Right-of-Way Easement.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first written above.

  
\_\_\_\_\_  
Pagosa Area Water and Sanitation  
District by: *W.B. Decker*

  
\_\_\_\_\_  
Evangeline M. Catchpole

  
\_\_\_\_\_  
Harvey J. Catchpole, Jr., as Co-Trustee  
for the Harvey J. Catchpole Testamentary  
Trust

  
\_\_\_\_\_  
Phillip R. McClendon, as Co-Trustee  
for the Harvey J. Catchpole Testamentary  
Trust

*Jeanene W. Decker 4/12/94*  
*Notary Public*



My Commission Expires 9-23-97

Harold T. Slavinski, Pres./Chm.  
George E. Chenoweth, Sec./Treas.  
Carrie S. Campbell, Mgr.  
Gene Tautges, Assist. Mgr.



Cecil Tackett  
Don Brinks  
Robert Frye

**January 19, 1999**

**To Whom It May Concern:**

**Please be advised, the Pagosa Area Water & Sanitation District has an agreement with Mr. Harvey Catchpole allowing Mr. Catchpole to transfer a said number of Tap Fees and Connection Fees to another party.**

**Upon written authorization from Mr. Catchpole, a Tap Fee and Connection Fee may be transferred to property, described as Parcel C of approximately 35.61 acres on Highway 84, owned by Mr. Catchpole.**

**The agreement is limited to a 5/8" X 3/4" meter and single-family residential water connection. Please be aware, upon construction the property will be assessed a Facilities Upgrade Fee. This is currently \$1,000 per equivalent unit.**

**Should you have any questions or if I may be of further assistance, please feel free to contact me.**

**Sincerely,**

**Gene Tautges  
Assistant Manager**

**xc: file**



**COPY**

PAGOSA AREA WATER & SANITATION DISTRICT  
WATER/WASTEWATER CONNECTION PERMIT REQUEST ~~06000108~~  
NO TAP FEE - in lieu of easement. 104000108

8589R

PAUSD PERMIT # 1485 DATE \_\_\_\_\_  
N/A COUNTY BUILDING PERMIT # \_\_\_\_\_ N/A ECC BUILDING PERMIT # \_\_\_\_\_  
\*COUNTY ROAD CUT PERMIT # \_\_\_\_\_  
\*(COPY REQUIRED PRIOR TO CONNECTION) (S) 2-1-94

AT LEAST 10' OF PIPING FROM METER PIT TO STRUCTURE MUST BE INSTALLED AND A BACKHOE OR OTHER DEVICE MUST BE ON SIGHT TO BACK-FILL AROUND THE METER PIT BEFORE DISTRICT PERSONNEL ARE READY TO LEAVE THE JOB SITE. WHEN THE CONTRACTOR CHOOSES TO INSTALL WATER AND/OR WASTEWATER SERVICE LINES PRIOR TO REQUESTING A TAP, THE DISTRICT WILL NOT BE RESPONSIBLE FOR MISALIGNMENT TO EXISTING TAPS OR FOR EXCAVATING FROM THE END OF THE SERVICE LINE TO THE MAIN WATER OR WASTEWATER LINE IN THE STREET OR EASEMENT.

1. NAME OF PROPERTY OWNER: EVANGELINE M. CATCHPOLE & HARVEY S. CATCHPOLE  
*Family Trust*
2. LOCATION OF PROPERTY - SUBDIVISION: \_\_\_\_\_  
LOT/BLOCK: 1301 Co. Rd 119
3. MAILING ADDRESS OF PROPERTY OWNER: PO Box 416 Pagosa Springs, Co 81147
4. PHONE NUMBER OF PROPERTY OWNER: 264 5543
5. THIS SERVICE CONNECTION WILL SERVICE 1 LIVING UNITS  
0 COMMERCIAL UNITS
6. WILL THERE BE AN UNDERGROUND SPRINKLING SYSTEM? YES  NO   
IF "YES", TYPE OF BACKFLOW DEVICE TO BE INSTALLED  
SERIAL # \_\_\_\_\_ MODEL # \_\_\_\_\_
7. SIZE OF WATER PIPE FROM METER TO DWELLING: 2"  
GALVANIZED (NOT RECOMMENDED)

N/A. SIZE OF WASTEWATER PIPE FROM PROPERTY LINE TO DWELLING: \_\_\_\_\_  
(Wastewater service NOT available in all areas, please ask)

9. NAME OF CONTRACTOR MAKING INSTALLATION: Moderato Montoya
10. PHONE NUMBER OF ABOVE CONTRACTOR: 303-264-5750

WHEN APPROVED, THIS REQUEST BECOMES THE PERMIT TO CONNECT ONTO THE WATER/WASTEWATER SYSTEM AND AUTHORIZES COMMENCEMENT OF MONTHLY SERVICE CHARGES.

NO CONNECTION TO ANY OF THE DISTRICT'S WATER OR WASTEWATER SYSTEMS IS TO BE MAKE WITHOUT A COMPLETED AND APPROVED PERMIT NOR WITHOUT SUPERVISION BY DISTRICT PERSONNEL.

THE DISTRICT WILL NOT BE RESPONSIBLE FOR DIGGING OF TRENCHES FROM DISTRICT FACILITY TO STRUCTURE NOR FOR BACKFILLING & COMPACTION.

APPLICANT SIGNATURE: Evangelina M. Catchpole

CONNECTION FEE OF \$ 395<sup>00</sup> PAID BY E.M. Catchpole DATE 11-15-93

FACILITIES UPGRADE FEE OF \$ 600<sup>00</sup> PAID BY E.M. Catchpole DATE 11-15-93

TIME & DATE SCHEDULED BY PAUSD: Per Cut: middle of Dec. Approx 12-21-93

COMMENTS: Per Jack. do not assess (A) - Barb to take them off of (A).

30

**COPY**

**PAGOSA AREA WATER & SANITATION DISTRICT  
WATER/WASTEWATER CONNECTION PERMIT REQUEST**  
Effective January 1, 2001

100 Lyn Avenue  
PO Drawer 4610, Pagosa Springs CO 81157

(970) 731-2691  
FAX (970) 731-2693

Date: 4/20/01  
PAWSD Permit # 01030 County Road Cut Permit#: W-A  
Copy Attached? Yes No

Backfill Inspection Date: 5-8-01  
Date Check Returned/Deposited 5-11-01

\*\*\*\*\*

Name of property owner: Mike Ferguson  
Mailing Address: 1495 Shenandoah Dr. Pagosa Springs  
Co. 81147  
Phone Number: 264-4395  
749-3404

Location of property  
Street address: 1190 Hwy 84  
Subdivision: Catchpole  
block: \_\_\_\_\_ lot: A

Name of general contractor: Mike Ferguson  
Phone number: H. 264-4395 C. 749-3404  
Name of backhoe operator making installation: Mike Ferguson  
Phone number: 749-3404

Type of Service Requested:  
 Residential 1 # of living units  Per agreement w/  
 Commercial \_\_\_\_\_ # of Equivalent Units\* Catchpole - free meters &  
\*FUF worksheet determines # of E.U. no Tap Fee

2001 Connection Fees			
Meter Size	Water Only	Water & Wastewater	
5/8" X 3/4" <input checked="" type="checkbox"/>	\$ 660.00 <input checked="" type="checkbox"/>	\$ 820.00	20 Gallons/Minute
3/4" X 3/4"	\$ 700.00	\$ 860.00	30 Gallons/Minute
<input checked="" type="checkbox"/> 1"	\$ 730.00 <input checked="" type="checkbox"/>	\$ 890.00	50 Gallons/Minute
1 1/2"	*\$2,155.00	*\$2,315.00	100 Gallons/Minute
2"	*\$2,385.00	*\$2,545.00	160 Gallons/Minute

Sewer Only  
4" line - \$160.00

\* Approx. cost = based on current PAWSD costs.

I have read and agree to comply to the terms of the Pagosa Area Water & Sanitation District Water/Wastewater Connection Form.

Applicant Signature: Mike Ferguson

\*\*\*\*\*

Tap Fee Paid? Yes NA No  
Amount Due: \_\_\_\_\_ Paid by \_\_\_\_\_ Date \_\_\_\_\_

\*\*Water Meter Backfill Deposit Fee <> SEPARATE CHECK, PLEASE!  
\$250.00 Paid by Ferguson Date 4-25-01

\* \* Bldg Permt # 07-150 Attached   
\*\*\*Connection Fee:  
\$ 70.00 Paid by Ferguson Date 5-1-01  
Paid diff. between 5/8 x 3/4 to a 1"

\*\*\*Facilities Upgrade Fee (Applicable to Inclusions & replats done after '83)  
Water = \$2,300 X 1 E.U. = 2300.00 \* \* Mobile Home: 1,280   
W/W = 1,800 X \_\_\_\_\_ E.U. = \_\_\_\_\_ Permit: 2,604   
Total Due = 2300.00 Additional: 1,384   
Paid by Ferguson Date 4-27-01 X 1.25 CIF  
6/07 Assessments = 1,730.00

CONNECTION: 1:00 Thursday 5-3-01  
Time Day Date

**COPY**

Permit # 07-165

Acct # 10702 Location # 096000006

2007

**PAGOSA AREA WATER & SANITATION DISTRICT  
RESIDENTIAL / MULTI-FAMILY  
WATER/WASTEWATER CONNECTION PERMIT REQUEST**

100 Lyn Avenue / PO Box 4610  
Pagosa Springs CO 81157

(970) 731-2691  
FAX (970) 731-2693

Date: 8/3/06  
Work Order #: \_\_\_\_\_  
Backfill Inspection Date: \_\_\_\_\_  
Approved: Yes \_\_\_\_\_ No \_\_\_\_\_  
Added to Statement: \_\_\_\_\_

Type: 4 1 ✓  
9 ✓  
Categorization: SF  
Classification: SF

Name of property owner: Harvey Catchpole Family Trust  
Mailing Address: PO Box 446 Pagosa Spgs CO-81147  
Mailing Address City / State / Zip Code  
Phone # (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): 505 486 9802

Location of property  
Street address: 2445 CR.119  
Subdivision: N/A block: N/A lot: N/A

General contractor: Hart Construction Phone number: 264-0111/759-8373

Excavator: same Phone number: \_\_\_\_\_

Residential/Multi-Family: 1 # of living units Other (Irrigation / Barn / Etc.): \_\_\_\_\_ # of E.U.

**Sprinkler Systems:** Require a Backflow Protection Device & MUST be inspected & certified.

Building Application Permit #: \_\_\_\_\_ Required Copy Attached: Yes

**Meter Pit Backfill:** PO shall be billed \$250 on Billing Statement if NOT completed per page 2 - # 1.

I have read and agree to comply with the terms of the Pagosa Area Water & Sanitation District Water / Wastewater Connection Form.

Applicant Signature: X Harvey Catchpole Trustee

**CONNECTION COST**

Connections completed after 2007 Connection Season are subject to fee increases.

Meter Size	Water Only	Water & Sewer	Approx Flow with 60 PSI at Meter
5/8"	\$ 970. ✓	\$1,325. _____	20 gallons per minute
3/4"	\$1,005. _____	\$1,360. _____	30 gallons per minute
1"	\$1,135. _____	\$1,490. _____	50 gallons per minute
1 1/2"	*\$3,050. _____	*\$3,405. _____	100 gallons per minute
2"	*\$3,460. _____	*\$3,815. _____	160 gallons per minute
Other _____	*\$ _____	*\$ _____	

\*Approximate cost, actual fee based on current PAWSD costs.

Water Digital Display (allows property owner easy viewing of water usage) : \$ 75.00 \_\_\_\_\_

Sewer Connection Only (no water connection) 4" line.....: \$355.00 \_\_\_\_\_

High Pressure Sewer requiring Lateral Kit .....: \$660.00 \_\_\_\_\_

**CALCULATION OF FEES**

**\*\*Residential / Multi-Family:** Minimum of 1,000 sq ft per living unit, balance due upon receipt of Building Application, at then current rate. **\*Other:** Minimum of 1,000 sq. ft. per E.U.

Water Capital Investment Fee.  $\$1.25 \times 1000$  Sq. Ft = \$250.00 - \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Sewer Capital Investment Fee.  $\$1.55 \times$  \_\_\_\_\_ Sq. Ft = \$ \_\_\_\_\_ - \$ \_\_\_\_\_ = \$ \_\_\_\_\_

CIF subtotal = \$1,250.00 - \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\*\*\*Credit = <\$ \_\_\_\_\_ >

CIF Total = \$1,250.00

Water Resource Fee.....  $\$7,000. \times 1$  E.U. = \$7,000.00

WRF & CIF Total = \$8,250.00

Connection Fee = \$ \_\_\_\_\_, per Agreement

Other = \$ \_\_\_\_\_

**FEE TOTAL = \$8,250.00**

Paid By Catchpole CK # 333 Date 8/16/07

CONNECTION: 8:30 / Wed / 8-22-07  
Time Day Date

**\*\*Subject to all Future Assessment(s) at the then current rate: Other (irrigation, barn, etc.), additions, change in use - when Building Application is issued, at point of discovery, and/or when notification is received.**

**\*\*\*CIF Credit: Copy of recorded Deed must accompany Permit Request - one-half of availability paid by current property owner, from month of ownership to month Permit Request Fees are paid.**



**COPY**

Permit # 07-165



Acct # 10702 Location # 096000006

2007

**PAGOSA AREA WATER & SANITATION DISTRICT  
RESIDENTIAL / MULTI-FAMILY  
WATER/WASTEWATER CONNECTION PERMIT REQUEST**

100 Lyn Avenue / PO Box 4610  
Pagosa Springs CO 81157

(970) 731-2691  
FAX (970) 731-2693

Date: 8/3/06  
Work Order #: 14296  
Backfill Inspection Date: 8/29/07  
Approved: Yes  No   
Added to Statement: n/a

Type: 4  
Categorization: SF  
Classification: SF

1   
9

Name of property owner: Harvey Catchpole Family Trust  
 Mailing Address: PO Box 418 Pagosa Spgs CO-81147  
 Mailing Address City / State / Zip Code  
 Phone # (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): 505 486 9802  
 Location of property  
 Street address: 2445 CR-119  
 Subdivision: N/A block: N/A lot: N/A  
 General contractor: Hart Construction Phone number: 264-010/759-8373  
 Excavator: same Phone number: \_\_\_\_\_  
 Residential/Multi-Family: 1 # of living units RV Pad Other (Irrigation / Barn / Etc.): \_\_\_\_\_ # of E.U.  
**Sprinkler Systems:** Require a Backflow Protection Device & MUST be inspected & certified.  
**Building Application Permit #:** \_\_\_\_\_ **Required Copy Attached: Yes** \_\_\_\_\_  
**Meter Pit Backfill:** PO shall be billed \$250 on Billing Statement if NOT completed per page 2 - # 1.  
 I have read and agree to comply with the terms of the Pagosa Area Water & Sanitation District Water / Wastewater Connection Form.  
**Applicant Signature:** X Harvey Catchpole Trustee

**CONNECTION COST**

Connections completed after 2007 Connection Season are subject to fee increases.

Meter Size	Water Only	Water & Sewer	Approx Flow with 60 PSI at Meter
5/8"	\$ 970. <input checked="" type="checkbox"/>	\$1,325. _____	20 gallons per minute
3/4"	\$1,005. _____	\$1,360. _____	30 gallons per minute
1"	\$1,135. _____	\$1,490. _____	50 gallons per minute
1 1/2"	*\$3,050. _____	*\$3,405. _____	100 gallons per minute
2"	*\$3,460. _____	*\$3,815. _____	160 gallons per minute
Other _____	*\$ _____	*\$ _____	

\*Approximate cost, actual fee based on current PAWSD costs.

Water Digital Display (allows property owner easy viewing of water usage): \$ 75.00 \_\_\_\_\_  
Sewer Connection Only (no water connection) 4" line.....: \$355.00 \_\_\_\_\_  
High Pressure Sewer requiring Lateral Kit .....: \$660.00 \_\_\_\_\_

**CALCULATION OF FEES**

**\*\*Residential / Multi-Family:** Minimum of 1,000 sq ft per living unit, balance due upon receipt of Building Application, at then current rate. **\*Other:** Minimum of 1,000 sq. ft. per E.U.

Water Capital Investment Fee.  $\$1.25 \times 1000$  Sq. Ft =  $\$250.00$  - \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Sewer Capital Investment Fee.  $\$1.55 \times 0$  Sq. Ft = \$  $0$  - \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
CIF subtotal = \$  $1250.00$  - \$ \_\_\_\_\_ = \$ \_\_\_\_\_

\*\*\*Credit = <\$  $0$  >  
CIF Total = \$  $1250.00$

Water Resource Fee.....  $\$7,000. \times 1$  E.U. = \$  $7000.00$   
WRF & CIF Total = \$  $8,250.00$   
Connection Fee = \$  $0$ , per Agreement  
Other = \$  $0$

**FEE TOTAL = \$  $8,250.00$**

Paid By Catchpole CK # 333 Date 8/16/07  
**CONNECTION:** 8:30 / Wedn / 8-22-07 (2)  
Time Day Date

**\*\*Subject to all Future Assessment(s) at the then current rate: Other (Irrigation, barn, etc.), additions, change in use - when Building Application is issued, at point of discovery, and/or when notification is received.**

**\*\*\*CIF Credit: Copy of recorded Deed must accompany Permit Request - one-half of availability paid by current property owner, from month of ownership to month Permit Request Fees are paid.**

## Board Agenda Summary Sheet

	To	Action	Signature, Date		To	Action	Signature, Date
1	Justin Ramsey	Review		6			
2	Board	Approve		7			
3				8			
4				9			
5				10			

<b>Name of Action Official:</b> Renee Lewis	<b>Phone:</b>	<b>Board Meeting Date:</b> October 10, 2024	<b>Priority</b> <input type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low
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**Subject:** On-call Sewer System Modeling Proposal – Plummer Associates

Please see attached On-call Sewer System Modeling Proposal from Plummer Associates. Plummer currently runs the Districts on-call water modeling.



# PLUMMER

September 27, 2024

Justin Ramsey, PE  
District Manager  
Pagosa Area Water and Sanitation District  
100 Lyn Ave  
Pagosa Springs, CO 81147

*TRANSMITTED VIA EMAIL (NO HARD COPY WILL FOLLOW): Justin Ramsey ([justin@PAWSD.org](mailto:justin@PAWSD.org))*

**RE: Pagosa Area Water & Sanitation District On-Call Sewer System Modeling Proposal**

Dear Mr. Ramsey:

Thank you for the opportunity to submit this proposal to the Pagosa Area Water and Sanitation District (PAWSD or District) for on-call sewer system modeling. We look forward to the continued opportunity to work with you.

Below is a summary of our understanding of the project and its objectives, followed by the proposed scope of services, project schedule, and fee estimate.

## **PROJECT UNDERSTANDING**

The PAWSD sanitary sewer collection system covers approximately 12 square miles of Archuleta County mostly to the west of the Town of Pagosa Springs. The collection system includes approximately 30 lift stations, 86 miles to gravity collection pipe, and over 1,700 manholes.

The PAWSD desires the services of a qualified consultant to perform sewer modeling services using the District's existing hydraulic model developed in Bentley SewerGEMS. Modeling will generally be on call to help the District determine how to best to incorporate proposed developments into the existing collection system. A functional model that represents the physical sewer system can provide reasonable results related to capital improvements that may be required due to the incorporation of new developments and provide recommendations to improve the existing infrastructure.

## **PROJECT OBJECTIVE**

The project objective is to collaborate with PAWSD staff to maintain and utilize a functional sewer system model using Bentley SewerGEMS modeling software.

## **SCOPE OF SERVICES**

Plummer will provide professional services based upon the project objectives. The proposed scope of services includes the following:

- Review existing model and a tour of the physical sewer system with PAWSD staff.
- Update the existing model. Plummer will verify the model has accurate representations of the lift stations based on available data, verify the connectivity and sizing based on PAWSD GIS data, and update the loading of the model based on current PAWSD service records and availability commitments.

- Provide on-call and/or task-based modeling services. Using the full build-out model scenario, we will analyze development proposals as requested. For each development modeling task Plummer will prepare a technical memorandum outlining the approach, findings, and recommendations. We will submit a copy of the completed Technical Memorandum and any supporting documentation to the PAWSD.

### ***PROJECT KICKOFF PHASE***

We will conduct a kick-off meeting to provide PAWSD staff with the opportunity to offer input regarding the goals and objectives for the model updates. This meeting will be used to finalize the model update schedule, task priorities, review the information needed from the PAWSD, and identify the lines of communication.

A tour of the sewer system is proposed to follow immediately after the kick-off meeting to review any areas of specific interest.

We will email meeting agenda and supporting documents a minimum of two working days before the meeting; and prepare and email meeting notes within one week after the meeting concludes.

### ***MODEL REVIEW AND UPDATE PHASE***

Plummer will review the existing sewer model to become familiar with the overall model of the system and to identify any areas that may require verification that the model is accurately representing the physical collection system. The review and updates will rely on PAWSD records of lift station sizing and capacity, GIS records, and other available information.

Following a review and verification of how the model represents the PAWSD collection system, we will update the loadings in the model to reflect current users and those who have paid availability fees for future connection to the system; and impose a diurnal multiplier in the model to help simulate peak flow events. The multipliers used for the diurnal impacts will be based on measured data from the PAWSD collection system and influent flow to the Vista WWTP. This will represent a full build-out model that will be utilized to assess impacts of any proposed developments; the development reviews will be handled as individual task orders on an on-call basis.

### **PROJECT EXCLUSIONS**

The following services are excluded:

1. Any design, bid, or construction phase services.
2. Any ancillary professional services (e.g. surveying or geotechnical).
3. Any field services related to flow measurement.
4. Estimates of probable cost for construction.

### **BENEFITS TO SELECTING PLUMMER FOR THIS WORK**

1. Our team has worked with the PAWSD since 2003; we are very familiar with the PAWSD's wastewater treatment facility and collection system.

2. Our familiarity with SewerGEMS includes experience on projects such as: the Pagosa Springs Sanitation General Improvements District, previous work with the PAWSD sewer model, Town of Bayfield, and Marble Falls, TX.
3. Our local office is located in Durango; however, Steve Omer, our Project Manager and modeler lives in Pagosa Springs.
4. Steve Omer is a Professional Engineer and Class A wastewater, water, and industrial wastewater treatment operator.

## **SCHEDULE**

Plummer is available to begin immediately upon receiving Notice to Proceed.

## **COMPENSATION**

The estimated compensation for performing the initial Scope of Services as identified herein is on a time and material basis (T&M) not-to-exceed fee of \$17,540. Additional services can be provided upon request and mutual agreement. Plummer will submit progress invoices based on actual labor hours expended and reimbursable expenses.

A copy of our Billing Rate Schedule is attached. If this proposal is acceptable to you, please let us know and we will provide our Professional Services Agreement.

If you have any questions, please contact Steve Omer at [somer@plummer.com](mailto:somer@plummer.com) or (970) 880-7002.

Sincerely,  
**PLUMMER**



Patrick O'Brien, PE, PMP  
Principal

**PLUMMER**



Steve Omer, PE  
Project Manager

Encl.: Fee Estimate  
2024 Rate Sheet  
Preliminary Schedule

# Project Planning - Plummer

From: 10/21/2024 To: 12/30/2024

**Project: 4091-022-01 On Call Sewer Modeling-On Call Sewer Modeling**

PIC: OBrien, Patrick

Client: 4091 Pagosa Area Water and Sanitation District

PM: Omer, Steve

WBS Budget	Bgt Hrs.	Bgt Labor	Bgt ODC	Budget CNS	Total Budget
<b>4091-022-01 On Call Sewer Modeling-On Call Sewer Modeling</b>	<b>100.00</b>	<b>17,540.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,540.00</b>
A Kickoff Meeting and System Tour	10.00	2,160.00	0.00	0.00	2,160.00
B Review existing collection system model	42.00	7,140.00	0.00	0.00	7,140.00
C Update collection system model	48.00	8,240.00	0.00	0.00	8,240.00

Allocated Labor	Alloc Hrs	Alloc Amount
<b>4091-022-01 On Call Sewer Modeling-On Call Sewer Modeling</b>	<b>100.00</b>	<b>17,540.00</b>
A Kickoff Meeting and System Tour	10.00	2,160.00
<i>Engineer/Scientist in Training III</i>	2.00	320.00
<i>Project Manager II</i>	8.00	1,840.00
B Review existing collection system model	42.00	7,140.00
<i>Engineer/Scientist in Training III</i>	36.00	5,760.00
<i>Project Manager II</i>	6.00	1,380.00
C Update collection system model	48.00	8,240.00
<i>Engineer/Scientist in Training III</i>	40.00	6,400.00
<i>Project Manager II</i>	8.00	1,840.00

**ATTACHMENT A**  
**PLUMMER ASSOCIATES, INC.**  
**HOURLY FEE SCHEDULE- MOUNTAIN WEST**  
**2024**

Staff Description	2024 Rate
Staff Admin	\$90.00
Senior Admin	\$110.00
Staff CAD	\$115.00
Senior CAD	\$140.00
CAD Manager	\$165.00
Staff CM	\$135.00
Project CM	\$165.00
Senior CM	\$220.00
Principal CM	\$300.00
Staff RPR	\$115.00
Senior RPR	\$145.00
Staff Geospatial	\$105.00
Senior Geospatial	\$125.00
Geospatial Manager	\$160.00
Intern	\$80.00
Staff Engineer/Scientist	\$135.00
Project Engineer/Scientist	\$160.00
Project Manager	\$190.00
Senior Project Manager	\$230.00
Subject Matter Expert	\$285.00
Principal	\$325.00

Billing rates may be adjusted by up to 4 percent annually (at the beginning of each calendar year) during the term of this agreement.

A multiplier of 1.15 will be applied to all direct expenses.

	WBS	Name	Duration	Units	Start	Finish	tr 4, 2024 Oct Nov Dec
1	4091-022-01	On Call Sewer Modeling	70.00	days	10/21/2024	12/30/2024	
2	4091-022-01:A	Kickoff Meeting and System Tour	2.00	weeks	10/21/2024	11/4/2024	Kic
3	4091-022-01:B	Review existing collection system model	2.00	weeks	11/4/2024	11/18/2024	Re
4	4091-022-01:C	Update collection system model	6.00	weeks	11/18/2024	12/30/2024	Update col



## Board Agenda Summary Sheet

	To	Action	Signature, Date		To	Action	Signature, Date
1	Justin Ramsey	Review		6			
2	Board	Review		7			
3				8			
4				9			
5				10			

Name of Action Official: Aaron Burns	Phone: 970-731-7631	Board Meeting Date: October 10, 2024	Priority <input type="checkbox"/> High <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Low
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**Subject:** First Draft of the 2024 Anticipated and 2025 Proposed Budgets

**Summary:** The draft budget, presented for discussion, meets debt service requirements; projects improved but moderate growth and reflects the increased service charges and CIF fees prescribed by the 2023 Stantec Rate Study.

I am available to discuss any of the attached documents to answer questions or provide further details beginning Tuesday of next week or at the meeting scheduled for October 10, 2024. It is anticipated that there will be several revisions to this budget over the next couple of months.

The documents attached are in the order of the broadest view first, and then each subsequent document drills down to further detail as follows:

**Debt Service Coverage Calculations and Projections** – compare the overall net revenue to the bond covenant requirements and indicate an excess coverage for 2025 (as of this draft) of \$4,263,361.

**2024 Anticipated and 2025 Proposed Budget Summary** – summaries all detail lines of the budget by fund and provides a percentage of change from the 2024 anticipated to the 2025 proposed amounts.

**2024 Anticipated and 2025 Proposed Budget** – presents each detail line of the budget by fund.

**2025 Capital and Other Details** – this sheet provides an overview of capital projections for 2025 as well as a listing of larger dollar maintenance items. Further discussion regarding these items can be held at the meeting.

Operating Budget Considerations:

- 40 Full Time Equivalents (FTE's) are budgeted for all of 2025.
- The wage projections allow for wage increases of between 3-6% per year based upon a successful evaluation and allowances for merit increases upon passing additional certifications.
- The Worker's Comp experience modification (MOD) will increase in 2025 from .83 to 1.07 based upon claim experience.
- Health Insurance expenses are projected to decrease by 19% in 2025.

Major Cost or Capital Changes and Projections:

- You will notice an increase in capital expenditures in both the water and wastewater funds as Snowball Plant construction continues and State mandated engineering continues on a Vista Wastewater Treatment Plant upgrade. A feasibility study will also be underway on an additional Wastewater Treatment Plant downtown. There are also some larger capital improvement outlays for distribution and collection system upgrades.
- It is anticipated that three service vehicles will need to be added or replaced in 2025.

Assessed Values and Mill Levies:

- Preliminary Assessed Values have been received from the County Assessor as follows:  
District 1 – \$228,095,210, up \$2,455,450 or 1.1% from 2024  
District 2 - \$177,826,550, up \$2,226,420 or 1.3% from 2024

The preliminary calculations for District 1 did result in a Temporary General Property Tax Credit/Mill Levy Rate Reduction Credit. The TABOR calculation was the most restrictive and allowed for 4.033 Mills, which is lower than the voter approved 6.090.

The preliminary calculations for District 2 did result in a Temporary General Property Tax Credit/Mill Levy Rate Reduction Credit. The TABOR calculation was the most restrictive and allowed for 1.432 Mills, which is lower than the voter approved 1.949.

2024 Budget Amendment:

It does not appear, at this time, that a budget amendment will be necessary. While there are a great many variables present in all of the funds, the increases are offset by reductions and in no fund do the expenditures appear to exceeding appropriations. This could change of course, and an amendment be proposed in the future.



# 2025 Draft Budget

Debt Service Coverage Calculations and Projections

Total Water Enterprise Fund and Wastewater Enterprise Fund

	2003 - fromTable 1 Debt Service Coverage 2006 Issue	2004 - fromTable 1 Debt Service Coverage 2006 Issue	2014 - from 2014 Audit	2015 - from 2015 Audit	2016 - from 2016 Audit	2017 - from 2017 Audit	2018 - from 2018 Audit	2019 - from 2019 Audit	2020 - from 2020 audit	2021 - from 2021 Audit	2022 - from 2022 Audit	2023 - from 2023 Audit	2024	2025
Operating Revenue	3,090,123	3,122,016	6,332,006	5,943,234	6,363,054	6,575,336	6,889,962	7,040,489	7,832,123	8,044,851	8,040,646	9,098,113	10,799,478	12,503,101
Non-Operating Revenue	937,298	925,835	379,312	372,002	619,061	779,660	852,358	862,177	766,233	1,053,789	1,024,264	1,350,037	3,834,370	3,795,591
Total Gross Revenue	4,027,421	4,047,851	6,711,318	6,315,236	6,982,116	7,354,996	7,742,320	7,902,666	8,598,356	9,098,640	9,064,910	10,448,150	14,633,848	16,298,692
Total Operating Expenses	2,009,487	2,054,451	3,345,147	3,371,736	3,655,842	4,687,437	4,454,539	4,541,043	5,265,063	5,569,862	6,391,627	7,227,728	6,845,263	8,455,655
Adjusted Net Revenue	2,017,934	1,993,400	3,366,170	2,943,500	3,326,274	2,667,559	3,287,781	3,361,623	3,333,293	3,528,778	2,673,283	3,220,422	7,788,585	7,843,037
Annual Debt Service (such fiscal year)	1,370,168	1,370,168	2,016,987	1,839,954	1,773,986	1,772,392	1,773,386	1,771,716	1,768,200	1,769,206	1,769,541	3,412,915	3,371,305	2,863,741
Annual Debt Service Coverage Required to be 125% (most restrictive)	1.47	1.45	1.67	1.60	1.88	1.51	1.85	1.90	1.89	1.99	1.51	0.94	2.31	2.74
Max Annual (To issue new debt)	2,021,330	2,021,330	2,021,330	1,839,954	1,839,954	1,839,954	1,839,954	1,839,954	1,839,954	1,839,954	1,839,954	3,417,093	3,417,093	3,417,093
Max Annual Debt Service Coverage Required to be 110% to issue new debt	1.00	0.99	1.67	1.60	1.81	1.45	1.79	1.83	1.81	1.92	1.45	0.94	2.28	2.30

2024 Anticipated and 2025 Proposed Budget Summary

<b>General Fund</b>						
	Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025	% of Change Projected 2024-2025
<b>Beginning Balance</b>	1,342,098	1,172,734	1,806,733	1,768,572	2,341,927	32%
<b>Revenues</b>						
Property Taxes	1,168,061	1,214,436	1,249,550	1,334,614	1,269,554	-5%
Interest	78,760	5,000	40,000	82,429	70,000	-15%
Other Revenue	13,125	5,000	5,000	0	5,000	
<b>Total Revenue</b>	1,259,946	1,224,436	1,294,550	1,417,042	1,344,554	-5%
<b>Expenditures</b>						
Emergency Fund	0	27,252	27,797	0	31,744	
Election Expense	9,634	65,000	0	0	60,000	
Board Expense	0	500	500	0	1,000	
Insurance	19,353	11,087	11,972	13,500	15,709	16%
Legal and Professional	70,003	77,490	55,738	43,494	52,503	21%
Supplies & Publications	49,486	38,000	40,000	47,695	48,000	1%
Maintenance	19,298	18,033	19,028	18,006	22,030	22%
Salaries and Benefits	502,907	516,021	576,987	558,345	651,364	17%
Utilities	30,969	30,750	34,500	26,646	30,000	13%
Permits & Fees	71,408	42,062	46,871	49,000	49,000	0%
Inter-fund Transfers	0	500,000	0	0	0	
Capital Projects and Contingency	21,143	28,850	28,850	18,807	23,100	23%
Computer Support & Upgrades	52,955	89,950	114,326	68,193	105,439	55%
<b>Total Expenditures</b>	847,156	1,444,995	956,569	843,688	1,089,889	29%
<b>Ending Balance</b>	1,754,888	952,175	2,144,714	2,341,927	2,596,591	11%
<b>Debt Service Fund</b>						
	Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025	% of Change Projected 2024-2025
<b>Beginning Balance</b>	26,166	38,139	0	-61	0	-100%
<b>Revenues</b>						
Property Tax	5,381	15,555	0	0	0	
Interest	1,474	5,000	0	0	0	
<b>Total Revenue</b>	6,855	20,555	0	0	0	
<b>Debt Service Payments</b>	33,081	58,694	0	0	0	
<b>Ending Balance</b>	-61	0	0	-61	0	

2024 Anticipated and 2025 Proposed Budget Summary

<b>Water Enterprise Fund</b>						
	Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025	Projected 2024-2025
<b>Beginning Fund Balance</b>	8,522,441	9,178,541	7,762,613	7,497,830	7,021,311	-6%
<b>Revenues</b>						
Service Charge Revenue	5,358,697	5,161,804	5,339,174	5,452,837	5,609,336	3%
CIF/RWAF Revenue	554,092	994,737	1,517,408	1,479,862	1,594,704	8%
Tap Fee/Connection/Inclusion	268,787	255,000	255,000	276,334	255,000	-8%
Availability Revenue	421,707	450,000	426,466	455,103	450,000	-1%
Other Water Sales & Irrigation	323,896	641,804	670,394	444,888	707,589	59%
Late Fees & Interest Income	449,321	54,500	284,500	400,297	371,999	-7%
Other Revenue/Grants/Loan Proceeds	3,144,938	23,544,000	32,000,000	14,073,144	31,000,000	120%
Transfers from Other Funds	0	359,815	0	0	0	
<b>Total Revenues</b>	<b>10,521,438</b>	<b>31,461,660</b>	<b>40,492,942</b>	<b>22,582,465</b>	<b>39,988,628</b>	<b>77%</b>
<b>Expenditures</b>						
Connections	184,400	160,000	160,000	267,293	200,000	-25%
Source of Supply	288,558	327,000	279,500	258,377	316,050	22%
Water Treatment	1,532,215	1,491,334	1,514,867	1,376,444	1,672,993	22%
Water Distribution	1,621,250	1,426,602	1,332,058	1,192,486	1,632,053	37%
Maintenance	200,439	244,354	237,319	196,774	289,447	47%
Administration & Billing	812,101	891,170	970,649	898,219	1,105,222	23%
Revenue Bond Debt Service	2,527,753	2,993,085	2,978,933	2,978,933	2,444,128	-18%
Capital Projects (including CIF/Bond/Contingency)	4,404,198	24,727,663	33,074,283	15,340,436	32,778,898	114%
<b>Total Expenditures</b>	<b>11,570,915</b>	<b>32,261,208</b>	<b>40,547,609</b>	<b>22,508,962</b>	<b>40,438,791</b>	<b>80%</b>
<b>Ending Fund Balance</b>	<b>7,472,964</b>	<b>8,378,993</b>	<b>7,707,946</b>	<b>7,571,332</b>	<b>6,571,148</b>	<b>-13%</b>

2024 Anticipated and 2025 Proposed Budget Summary

<b>Wastewater Enterprise Fund</b>						
	Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025	% of Change Projected 2024-2025
<b>Beginning Fund Balance</b>	4,089,224	3,582,371	3,630,141	3,761,698	3,750,505	0%
<b>Revenues</b>						
Service Charge Revenue	1,949,074	1,947,500	2,657,956	2,416,028	3,524,450	46%
CIF Revenue	116,013	100,000	1,554,662	1,875,686	1,633,328	-13%
Tap Fee/Connection/Inclusion	29,530	34,500	34,500	50,424	31,212	-38%
Availability Revenue	252,675	290,000	360,515	367,401	446,918	22%
Waste Hauler/Other Rev/Municipal Treatment	349,790	359,000	422,000	332,597	477,433	44%
Late Fees & Interest Income	251,226	62,068	165,990	257,964	213,348	-17%
Transfers from General Fund & Debt Service	0	169,325	0	0	0	
<b>Total Revenue</b>	<b>2,948,309</b>	<b>2,962,393</b>	<b>5,195,623</b>	<b>5,300,100</b>	<b>6,326,689</b>	<b>19%</b>
<b>Expenditures</b>						
Connections	3,920	9,000	9,000	9,000	9,000	0%
Wastewater Collection	1,134,197	1,440,245	1,200,464	1,121,935	1,250,704	11%
Wastewater Treatment	944,889	1,019,894	1,156,780	995,723	1,274,823	28%
Maintenance	98,376	121,762	121,051	99,405	143,967	45%
Administration & Billing	407,383	443,296	511,373	432,787	570,714	32%
Revenue Bond Debt Service	400,654	400,655	400,655	400,655	400,655	0%
Capital Projects (including CIF/Bond/Contingency)	407,591	2,688,300	2,460,725	1,477,086	2,300,605	56%
<b>Total Expenditures</b>	<b>3,397,011</b>	<b>6,123,152</b>	<b>5,860,048</b>	<b>4,536,591</b>	<b>5,950,468</b>	<b>31%</b>
<b>Ending Fund Balance</b>	<b>3,640,522</b>	<b>421,612</b>	<b>2,965,716</b>	<b>4,525,207</b>	<b>4,126,726</b>	<b>-9%</b>

2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
	<b>General Fund</b>					
Acct No	Revenue					
10-03-187	Other Interest Income	78,760	5,000	40,000	82,429	70,000
10-03-381	General Property Taxes - Water	501,464	494,958	542,879	600,000	581,279
10-03-385	General Property Taxes - WW	522,826	516,978	554,171	625,000	593,275
10-03-388	Delinquent Tax	23,883	2,500	2,500	16,500	5,000
10-03-389	Specific Ownership Taxes	119,889	200,000	150,000	93,114	90,000
10-03-390	Other Revenue	13,125	5,000	5,000	0	5,000
10-03-391	Transfer from Debt Service	32,833	58,694	0	0	0
	<b>Total Revenue</b>	<b>1,292,779</b>	<b>1,283,130</b>	<b>1,294,550</b>	<b>1,417,042</b>	<b>1,344,554</b>
	<b>Expenditures</b>					
10-90-019	Emergency Fund	0	27,252	27,797	0	31,744
10-90-020	Audit	28,564	24,990	25,738	28,713	26,503
10-90-060	County Treasurers Fee	36,940	30,362	35,871	38,000	38,000
10-90-070	Election Expense	9,634	65,000	0	0	60,000
10-90-080	Board Expense	0	500	500	0	1,000
10-90-081	Employee Miscellaneous	1,058	3,400	3,400	500	3,500
10-90-090	Health Insurance	50,597	63,416	69,061	68,057	62,020
10-90-092	Retirement	23,629	22,853	25,760	26,461	29,728
10-90-110	Insurance - General	19,353	11,087	11,972	13,500	15,709
10-90-130	Legal Services	8,207	7,500	10,000	5,000	10,000
10-90-160	Office Supplies & Credit Card Costs	44,793	36,000	37,000	42,402	43,000
10-90-180	Outside Services	33,232	45,000	20,000	9,781	16,000
10-90-190	Publications	4,694	2,000	3,000	5,294	5,000
10-90-220	Maintenance of Office Building	10,170	9,000	9,000	12,000	13,000
10-90-221	Landscaping	2,480	5,650	5,650	3,000	3,000
10-90-230	Administrative Salaries	380,189	384,952	435,424	422,396	504,058
10-90-240	Payroll Tax/Vac/Sick Leave	41,015	29,192	32,262	32,877	38,723
10-90-260	Telephone	18,068	19,000	19,000	14,950	15,000
10-90-290	Utilities	7,989	6,750	10,500	7,446	10,000
10-90-291	Trash Removal	4,912	5,000	5,000	4,250	5,000
10-90-310	Vehicle Maintenance	6,648	3,383	4,378	3,006	6,030
10-90-410	Dues and Permits	34,168	11,000	11,000	11,000	11,000
10-90-440	Training	6,419	12,208	11,080	8,053	13,335
10-95-100	Water Conservation Program	3,000	3,000	3,000	3,000	3,000
10-95-110	Computer Support	52,955	89,950	114,326	68,193	105,439
10-95-115	Computer Upgrades	18,168	23,350	23,350	15,807	17,600
10-95-468	Administrative Building	-25	2,500	2,500	0	2,500
10-98-040	Fiscal Agent Fees	300	700	0	0	0
10-98-500	Transfer to Enterprise Fund	0	500,000	0	0	0
	<b>Total Expenditures</b>	<b>847,156</b>	<b>1,444,995</b>	<b>956,569</b>	<b>843,688</b>	<b>1,089,889</b>
	<b>Budgetary Fund Balance Beginning</b>	<b>1,342,098</b>	<b>1,172,734</b>	<b>1,806,733</b>	<b>1,768,572</b>	<b>2,341,927</b>
	<b>Budgetary Fund Balance End of Year</b>	<b>1,787,721</b>	<b>1,010,869</b>	<b>2,144,714</b>	<b>2,341,927</b>	<b>2,596,591</b>
	<b>Audited FS Fund Balance End of Year</b>	<b>1,768,572</b>				
	<b>Debt Service Fund</b>					
	Revenue					
40-03-381	Restricted Prop Taxes - Water	3,015	11,618	0	0	0
40-03-382	Restricted Prop Taxes - WW	2,367	3,937	0	0	0
40-03-386	Interest on Debt Service	1,474	5,000	0	0	0
	<b>Total Revenue</b>	<b>6,855</b>	<b>20,555</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditures</b>					
40-98-040	Treasurers Fee	249	0	0	0	0
40-98-133	Interest - 2012 GO Refunding Bonds	0	0	0	0	0
40-98-134	Principal - 2012 GO Refunding Bonds	0	0	0	0	0
40-98-135	Interest - 2012 GO Refunding Bonds	0	0	0	0	0
40-98-136	Principal - 2012 GO Refunding Bonds	0	0	0	0	0
40-98-800	Transfer to General Fund	32,833	58,694	0	0	0
40-98-200	Transfer to Enterprise Fund	0	0	0	0	0
	<b>Total Debt Service Expenditures</b>	<b>33,081</b>	<b>58,694</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Budgetary Fund Balance Beginning</b>	<b>26,166</b>	<b>38,139</b>	<b>0</b>	<b>-61</b>	<b>0</b>
	<b>Budgetary Fund Balance End of Year</b>	<b>-61</b>	<b>0</b>	<b>0</b>	<b>-61</b>	<b>0</b>
	<b>Audited FS Fund Balance End of Year</b>	<b>-61</b>				



2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
<b>Water Enterprise Fund</b>						
Revenue						
50-03-007	Raw Water Acquisition Fee	234,979	325,000	0	0	0
50-03-009	Capital Investment Fee	319,113	669,737	1,517,408	1,479,862	1,594,704
50-03-010	Service Fees	5,358,697	5,161,804	5,339,174	5,452,837	5,609,336
50-03-015	Contributed Assets	11,813	0	0	0	0
50-03-020	Other Water Sales	198,190	511,804	537,394	299,040	564,264
50-03-030	Irrigation Water Sales	64,989	60,000	63,000	73,849	66,150
50-03-040	Affordable Housing Surcharge	76,776	70,000	70,000	72,000	77,175
50-03-041	Affordable Housing Waivers	-16,059	0	0	-550,021	0
50-03-100	Availability Charges	421,707	450,000	426,466	455,103	450,000
50-03-120	Tap Fees - Main Line Extension	0	0	0	0	0
50-03-154	Inclusion Fee	21,457	5,000	5,000	32,650	5,000
50-03-170	Customer Hookups	247,330	250,000	250,000	243,684	250,000
50-03-187	Interest Income - Other	322,337	25,000	200,000	314,474	300,000
50-03-188	Interest Income - WRF	81,856	6,000	50,000	0	0
50-03-189	Interest Income - CIF	23,026	3,500	15,000	65,788	50,000
50-03-190	Interest on Delinquent Taxes	2,084	500	500	1,965	500
50-03-191	Interest from Cert. - Treas	0	0	0	0	0
50-03-200	Penalty & Interest Delin Accts	18,302	15,000	15,000	16,250	16,538
50-03-387	Current Tax Interest	1,716	4,500	4,000	1,819	4,961
50-03-389	Other Revenue/Grants	184,059	75,000	1,000,000	78,233	1,000,000
50-03-961	CDPHE Loan Proceeds	2,960,879	23,469,000	31,000,000	13,985,548	30,000,000
50-03-991	Gain or Loss on Asset Disposal	0	0	0	9,363	0
50-09-001	Transfer From General Fund	0	340,000	0	0	0
50-09-002	Transfer From Debt Service Fund	0	19,815	0	0	0
	<b>Total Revenue</b>	<b>10,533,252</b>	<b>31,461,660</b>	<b>40,492,942</b>	<b>22,032,443</b>	<b>39,988,628</b>
Work in Progress						
50-21-170	Connections	184,400	160,000	160,000	267,293	200,000
50-21-401	Water Rights	337	4,000	2,000	0	2,000
50-21-411	Raw Water Line - Jackson Mountair	0	0	360,000	0	0
50-21-414	Water Model	0	1,000	1,000	0	0
50-21-418	Water SCADA System	70,027	68,544	80,512	75,944	83,776
50-21-450	Water Treatment Plant Upgrades	0	0	321,000	39,000	361,500
50-21-451	Shared Buildings & Improvements	58,398	733,040	263,160	225,000	291,720
50-21-455	Distribution System Upgrades	11,813	40,000	43,000	9,000	124,500
50-21-464	Capital Equipment	82,060	100,300	210,120	176,450	183,644
50-21-465	Transportation Equipment	234,473	123,080	227,800	212,476	154,251
	<b>Total Work In Progress</b>	<b>641,508</b>	<b>1,229,964</b>	<b>1,668,592</b>	<b>1,005,163</b>	<b>1,401,391</b>
Water CIF Projects						
50-23-403	CIF - Reservoirs/Watershed	0	160,000	310,000	250,000	310,000
50-23-414	CIF - Water Model	0	1,000	1,000	0	1,000
50-23-418	CIF - SCADA System	21,112	17,136	20,128	17,018	20,944
50-23-450	CIF - Treatment Plant Upgrades	3,925,978	23,469,000	31,000,000	13,985,548	31,000,000
50-23-455	CIF - Distribution System Upgrades	0	10,563	594,563	350,000	245,563
	<b>Total Water CIF Projects</b>	<b>3,947,090</b>	<b>23,657,699</b>	<b>31,925,691</b>	<b>14,602,566</b>	<b>31,577,507</b>
Source of Supply						
50-41-402	Ditches	1,782	1,500	2,000	6,000	2,000
50-41-403	Reservoirs & Watershed	115,930	80,000	105,000	100,000	105,000
50-41-411	Raw Water Line - Jackson Mt	0	108,000	20,000	0	20,000
50-41-511	Raw Water Line - San Juan	70,550	20,000	60,000	57,000	80,000
50-41-512	Power Trujillo Booster	55,184	70,000	50,000	50,000	59,000
50-41-513	Power SJ River Booster	43,057	45,000	40,000	40,000	44,000
50-41-514	Power Lake Forest	1,482	1,750	1,750	1,500	1,750
50-41-515	Power Running Iron Ranch	0	0	0	3,177	3,500
50-41-516	Power Dutton Ditch	573	750	750	700	800
	<b>Total Source of Supply</b>	<b>288,558</b>	<b>327,000</b>	<b>279,500</b>	<b>258,377</b>	<b>316,050</b>
Water Treatment						
50-43-090	Health Insurance	59,543	52,237	91,458	81,654	75,598
50-43-092	Retirement	20,037	16,015	24,454	20,679	22,820

2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
50-43-110	Insurance - General	15,336	14,806	15,225	8,542	19,148
50-43-131	Operator Salaries	327,589	273,373	419,259	378,026	392,212
50-43-140	Training	936	4,840	6,453	3,790	5,107
50-43-180	Vehicle Maintenance	3,710	6,800	11,000	3,093	13,746
50-43-200	Hatcher WTP Fuel & Power	185,307	155,000	197,000	162,500	206,500
50-43-205	Hatcher Wtr Plant Chemicals/Lab	165,394	180,000	210,000	191,530	230,000
50-43-220	Hatcher WTP Maintenance	135,157	148,820	120,000	114,349	230,000
50-43-240	Payroll Exp - FICA/Unemployment	25,475	21,443	32,018	28,820	29,863
50-43-400	Snowball WTP Fuel & Power	24,508	23,000	26,000	31,728	35,500
50-43-405	Snowball WTP Chemicals/Lab	94,487	100,000	100,000	70,696	100,000
50-43-420	Snowball WTP Maintenance	18,565	30,000	40,000	44,034	46,500
50-43-500	San Juan WTP Fuel & Power	46,691	40,000	32,000	47,000	52,000
50-43-505	San Juan WTP Chemicals/Lab	102,441	100,000	125,000	125,000	140,000
50-43-520	San Juan WTP Maintenance	307,037	325,000	65,000	65,000	74,000
	Total Water Treatment	1,532,215	1,491,334	1,514,867	1,376,444	1,672,993
	Water Distribution					
50-44-090	Health Insurance	117,462	120,379	148,721	132,306	107,398
50-44-091	Uniforms	17,802	15,000	18,000	17,166	18,000
50-44-092	Retirement	36,387	34,636	36,858	38,568	39,772
50-44-099	Fuel & Power Mission Booster	608	750	750	607	750
50-44-100	Fuel & Power Pump Stations	38,233	35,000	42,000	40,327	44,000
50-44-101	Town Fill Station - Fuel & P	1,092	1,200	1,350	1,152	1,350
50-44-102	Town Fill Station - Maint	2,692	3,000	3,500	750	1,500
50-44-110	Insurance - General	31,890	32,022	22,948	23,501	33,372
50-44-201	Trails Fill Station - Fuel & P	852	1,200	1,200	985	1,250
50-44-202	Trails & Lyn Fill Stations - Maint	2,251	2,000	4,150	500	1,500
50-44-219	Water Tank Maintenance	131,744	195,900	60,000	3,000	51,000
50-44-220	Water Line Maintenance	532,744	299,588	243,834	200,000	533,500
50-44-231	Fire Hydrant Maintenance	20,086	7,500	25,000	5,000	10,000
50-44-232	Distribution Salaries	621,797	606,134	645,375	660,000	701,840
50-44-240	Payroll Exp - FICA/Unemployment	48,051	47,028	48,428	48,490	53,953
50-44-310	Vehicle Maintenance	15,187	14,357	19,371	11,731	21,306
50-44-440	Training	2,372	10,908	10,573	8,403	11,562
	Total Water Distribution	1,621,250	1,426,602	1,332,058	1,192,486	1,632,053
	Maintenance					
50-60-090	Health Insurance	6,406	7,322	7,740	7,497	12,401
50-60-092	Retirement	2,867	2,759	2,895	2,929	4,905
50-60-110	Insurance - General	2,715	2,550	1,803	1,452	3,734
50-60-170	Operating Supplies	22,179	20,000	27,000	18,186	27,000
50-60-220	Building Maintenance	676	14,000	10,000	0	10,000
50-60-231	Maintenance Salaries	46,686	46,497	48,960	52,000	83,548
50-60-240	Payroll Exp - FICA/Unemployment	3,778	3,697	3,892	4,200	6,642
50-60-290	Utilities - Maintenance Bldg	2,172	5,000	2,500	5,010	5,500
50-60-312	Vehicle Maintenance	392	1,156	1,156	0	3,291
50-60-331	Equipment Maintenance	26,735	29,000	31,720	32,000	33,000
50-60-430	Gasoline & Oil	71,660	90,000	80,000	54,000	75,000
50-60-440	Training	0	653	653	500	1,306
50-60-460	Tools and Small Equipment	14,174	21,720	19,000	19,000	23,120
	Total Maintenance	200,439	244,354	237,319	196,774	289,447
	Administration					
50-90-020	Compilation and Audit	3,361	2,940	3,028	3,378	3,118
50-90-081	Employee Miscellaneous	700	3,000	3,000	500	2,380
50-90-090	Health Insurance	24,562	31,848	35,312	36,024	34,442
50-90-092	Retirement	11,546	11,290	13,096	13,608	15,605
50-90-110	Insurance - General	98,172	88,734	99,829	101,000	130,329
50-90-130	Legal Services	5,580	5,100	6,000	2,500	10,000
50-90-160	Office Supplies & Credit Card Costs	30,459	27,000	27,000	27,000	29,240
50-90-180	Outside Services	22,942	32,200	20,000	7,250	19,080
50-90-190	Publications	3,192	2,000	2,500	3,600	4,000
50-90-220	Maintenance of Office Building	5,927	12,000	12,000	8,000	13,000
50-90-221	Landscaping	1,686	3,802	3,802	2,250	3,500
50-90-230	Administrative Salaries	184,555	189,213	219,244	217,069	261,073
50-90-240	Payroll Tax /vac/Sick Leave	32,594	14,557	16,787	16,866	20,090
50-90-260	Telephone	15,058	15,000	16,000	12,772	15,000
50-90-290	Utilities	4,815	4,000	6,000	4,032	5,500
50-90-291	Trash Removal	4,431	4,500	5,000	3,763	5,000
50-90-310	Vehicle Maintenance	3,844	1,156	1,496	979	2,468
50-90-410	Dues and Permits	10,293	7,000	7,000	5,201	7,000
50-90-440	Training	4,158	5,955	5,188	2,006	9,067
50-90-442	Inclusion Expense	636	1,000	1,000	0	1,000
50-90-443	Computer Support & Upgrades	48,264	77,044	91,858	90,000	83,667
	Total Administration	516,775	539,339	595,140	557,798	674,559

2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
	<b>Billing and Personnel</b>					
50-91-001	Bad Debts	0	50,000	50,000	20,000	50,000
50-91-090	Health Insurance	38,035	29,368	50,086	58,238	58,806
50-91-092	Retirement	11,524	11,613	11,916	11,696	14,258
50-91-110	Insurance - General	1,297	742	516	750	720
50-91-180	Data Processing	14,208	25,000	20,000	12,564	20,000
50-91-230	Data Processing Salaries	193,997	196,709	201,280	199,479	241,098
50-91-240	Payroll Exp - FICA/Unemployment	14,929	15,135	15,067	15,168	17,790
50-91-440	Training	0	3,264	5,644	0	4,991
50-91-450	Postage	21,337	20,000	21,000	22,526	23,000
	<b>Total Billing and Personnel</b>	<b>295,326</b>	<b>351,831</b>	<b>375,509</b>	<b>340,421</b>	<b>430,663</b>
	<b>Debt Retirement and Transfers</b>					
50-98-117	Principal - CWCB Loan	207,993	207,993	211,633	211,633	215,337
50-98-118	Interest - CWCB Loan	48,138	48,138	44,498	44,498	40,795
50-98-121	Interest - CWPDA Loan	47,455	47,455	38,200	38,200	24,000
50-98-122	Admin Fee - CWPDA Loan	89,486	89,486	89,486	89,486	89,486
50-98-126	Principal - CWPDA Loan	400,203	400,203	405,800	405,800	419,793
50-98-127	Interest - 2023 CWPDA Loan	654,439	914,728	900,130	900,130	879,237
50-98-128	Principal - 2023 CWPDA Loan	524,640	729,682	754,586	754,586	775,480
50-98-132	Interest - 2015 Refunding Bonds	40,400	40,400	19,800	19,800	0
50-98-133	Principal - 2015 Refunding Bonds	515,000	515,000	514,800	514,800	0
	<b>Total Debt Retirement &amp; Transfers</b>	<b>2,527,753</b>	<b>2,993,085</b>	<b>2,978,933</b>	<b>2,978,933</b>	<b>2,444,128</b>
	<b>Total Expenditures</b>	<b>11,570,915</b>	<b>32,261,208</b>	<b>40,907,609</b>	<b>22,508,962</b>	<b>40,438,791</b>
	<b>Budgetary Fund Balance Beginning</b>	<b>8,522,441</b>	<b>9,178,541</b>	<b>7,762,613</b>	<b>7,497,830</b>	<b>7,021,311</b>
	<b>Budgetary Fund Balance End of Year</b>	<b>7,484,778</b>	<b>8,378,993</b>	<b>7,347,946</b>	<b>7,021,311</b>	<b>6,571,148</b>
	<b>Audited FS Balance End of Year</b>	<b>7,497,830</b>				
	<b>Wastewater Enterprise Fund</b>					
	<b>Revenue</b>					
60-03-009	Capital Investment Fee	116,013	100,000	1,554,662	1,875,686	1,633,328
60-03-010	Service Fees	1,949,074	1,947,500	2,657,956	2,416,028	3,524,450
60-03-014	Municipal Wastewater Treatment	205,218	200,000	220,000	168,982	220,500
60-03-015	Contributed Assets	0	0	0	0	0
60-03-021	Waste Hauler Revenue	122,310	140,000	182,000	147,365	236,600
60-03-100	Availability Charges	252,675	290,000	360,515	367,401	446,918
60-03-110	Affordable Housing Surcharge	14,244	13,000	13,000	13,500	14,333
60-03-120	Affordable Housing Waivers	-3,537	0	0	-831,941	0
60-03-121	Short Term Rental Service Fees	0	0	0	57,239	60,000
60-03-154	Inclusion Fee	0	4,500	4,500	0	0
60-03-170	Customer Hookups	29,530	30,000	30,000	50,424	31,212
60-03-187	Interest Income - Other	140,725	10,000	90,000	138,709	120,000
60-03-189	Interest Income - CIF	60,929	3,000	30,000	68,838	50,000
60-03-190	Interest on Delinquent Taxes	977	250	250	95	250
60-03-195	Interest Income - PSSGID	22,884	22,884	21,470	21,470	20,024
60-03-197	Interest Income CIF - PSSGID	22,884	22,884	21,470	21,470	20,024
60-03-200	Penalty & Interest Delin Accts	2,313	1,800	1,800	2,376	1,800
60-03-387	Current Tax Interest	514	1,250	1,000	600	1,250
60-03-389	Other Revenue	8,018	6,000	7,000	2,750	6,000
60-03-991	Gain or Loss on Asset Disposal	0	0	0	4,406	0
60-09-001	Transfer From General Fund	0	160,000	0	0	0
60-09-002	Transfer From Debt Service Fund	0	9,325	0	0	0
	<b>Total Wastewater Revenue</b>	<b>2,944,772</b>	<b>2,962,393</b>	<b>5,195,623</b>	<b>4,525,398</b>	<b>6,386,689</b>
	<b>Work in Progress</b>					
60-22-170	Connections	3,920	9,000	9,000	9,000	9,000
60-22-415	Wastewater Model	14,105	20,000	0	0	5,000
60-22-418	WW SCADA System	29,475	32,256	37,888	37,075	39,424
60-22-451	Shared Buildings & Improvements	12,562	344,960	123,840	120,000	137,280
60-22-464	Capital Equipment	38,616	47,200	98,880	83,031	144,656
60-22-465	Transportation Equipment	110,340	57,920	107,200	98,160	72,589
60-22-502	Wastewater Treatment Plant	173,036	2,000,000	991,445	405,000	1,179,800
60-22-505	Collection System Upgrades	0	0	327,000	327,000	77,000
	<b>Total Work in Progress</b>	<b>382,053</b>	<b>2,511,336</b>	<b>1,695,253</b>	<b>1,079,266</b>	<b>1,664,749</b>
	<b>Wastewater CIF Projects</b>					
60-24-418	CIF - SCADA System	8,248	8,064	9,472	6,820	9,856
60-24-502	CIF - Wastewater Treatment Plant	0	30,000	0	0	0
60-24-505	CIF - Collection Sys Upgrades	21,211	147,900	765,000	400,000	635,000
	<b>Total WW CIF Projects</b>	<b>29,458</b>	<b>185,964</b>	<b>774,472</b>	<b>406,820</b>	<b>644,856</b>

2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
	Wastewater Collection					
60-51-090	Health Insurance	78,528	76,513	84,998	79,810	61,192
60-51-091	Uniforms	9,190	6,500	9,500	8,184	9,500
60-51-092	Retirement	23,725	23,165	23,074	25,551	24,692
60-51-100	Fuel & Power Lift Stations	60,717	57,000	62,000	65,502	73,000
60-51-110	Insurance - General	14,399	13,696	9,180	9,468	13,250
60-51-220	Wastewater Line Maint / Repair	435,593	650,400	500,000	450,000	520,000
60-51-230	Gen. & Pumps Lift Stations	59,651	160,000	60,000	33,990	60,000
60-51-232	Collection Salaries	406,720	404,906	403,528	404,265	435,824
60-51-240	Payroll Exp - FICA/Unemployment	31,460	31,540	30,336	31,972	33,563
60-51-314	Vehicle Maintenance	11,611	9,461	11,451	8,367	12,594
60-51-440	Training	2,604	7,064	6,397	4,826	7,088
	Total Wastewater Collection	1,134,197	1,440,245	1,200,464	1,121,935	1,250,704
	Wastewater Treatment					
60-53-090	Health Insurance	46,535	53,716	84,274	70,200	73,941
60-53-092	Retirement	16,220	14,629	21,447	19,656	23,281
60-53-110	Insurance - General	9,056	8,649	8,533	5,213	12,493
60-53-131	Operator Salaries	267,846	251,035	367,400	323,916	400,178
60-53-170	Lab Supply & Testing	91,970	71,000	100,000	130,000	130,000
60-53-200	Fuel, Power & Water Vista WWTP	226,061	260,000	240,000	249,080	293,000
60-53-220	Maintenance Vista WWTP	165,463	259,750	200,000	82,342	203,000
60-53-223	Sludge Removal/Processing	98,627	70,000	90,000	84,884	90,000
60-53-240	Payroll Exp - FICA/Unemployment	20,831	19,475	28,019	24,909	30,603
60-53-318	Vehicle Maintenance	1,788	6,800	11,000	2,454	12,874
60-53-440	Training	491	4,840	6,107	3,069	5,453
	Total Wastewater Treatment	944,889	1,019,894	1,156,780	995,723	1,274,823
	Maintenance					
60-60-090	Health Insurance	3,014	3,445	3,643	3,528	5,836
60-60-092	Retirement	1,349	1,298	1,363	1,378	2,308
60-60-110	Insurance - General	845	767	542	448	1,237
60-60-170	Operating Supplies	10,768	10,000	13,000	8,838	13,000
60-60-220	Building Maintenance	1,194	7,500	7,500	0	7,500
60-60-231	Maintenance Salaries	21,970	21,881	23,040	25,465	39,317
60-60-240	Payroll Exp - FICA/Unemployment	1,778	1,740	1,832	2,053	3,126
60-60-290	Utilities - Maintenance Bldg	1,448	3,000	2,000	3,108	3,600
60-60-312	Vehicle Maintenance	184	544	544	0	1,549
60-60-331	Equipment Maintenance	12,594	16,000	17,280	15,598	20,000
60-60-430	Gasoline & Oil	33,992	45,000	40,000	28,365	35,000
60-60-440	Training	0	307	307	100	614
60-60-460	Tools and Small Equipment	9,239	10,280	10,000	10,524	10,880
	Total Wastewater Maintenance	98,376	121,762	121,051	99,405	143,967
	Administration					
60-90-020	Audit	1,680	1,470	1,514	1,689	1,559
60-90-081	Employee Miscellaneous	360	1,428	1,428	154	1,120
60-90-090	Health Insurance	11,558	14,987	16,617	16,952	16,208
60-90-092	Retirement	5,433	5,313	6,163	6,402	7,344
60-90-110	Insurance - General	44,597	40,220	45,245	45,245	59,069
60-90-130	Legal Services	2,626	2,400	30,000	3,500	30,000
60-90-160	Office Supplies & Credit Card Costs	14,306	12,000	13,000	13,000	13,760
60-90-180	Outside Services	10,692	15,800	10,000	3,304	6,920
60-90-190	Publications	1,502	700	1,000	2,250	2,500
60-90-220	Maintenance of Office Building	2,790	5,350	5,350	3,321	6,350
60-90-221	Landscaping	794	1,870	1,870	1,232	1,870
60-90-230	Administrative Salaries	87,390	89,042	103,174	102,150	122,858
60-90-240	Payroll Tax/Vac/Sick Leave	20,463	6,851	7,900	7,937	9,454
60-90-260	Telephone	7,791	7,000	8,000	6,578	8,000
60-90-290	Utilities	2,086	1,750	3,000	1,709	2,500
60-90-291	Trash Removal	953	900	1,000	753	1,000
60-90-310	Vehicle Maintenance	1,809	544	704	460	1,162
60-90-410	Dues and Permits	25,002	8,750	9,000	9,000	9,000
60-90-440	Training	1,837	2,803	2,442	1,061	4,267
60-90-442	Inclusion Expense	300	1,000	1,000	0	1,000
60-90-443	Computer Support & Upgrades	22,876	36,256	43,580	40,414	39,372
	Total Wastewater Administration	266,844	256,434	311,987	267,111	345,312

2024 ANTICIPATED BUDGET AND 2025 PROPOSED BUDGET

		Audit 2023	Adopted or Amended 2023	Adopted 2024	Anticipated 2024	Proposed 2025
	Personnel & Billing					
60-91-001	Bad Debts	0	50,000	50,000	15,413	50,000
60-91-090	Health Insurance	17,899	13,820	23,570	27,406	27,674
60-91-092	Retirement	5,423	5,465	5,607	5,504	6,710
60-91-110	Insurance - General	3,133	349	243	322	339
60-91-180	Data Processing	6,275	7,000	6,000	5,239	6,000
60-91-230	Data Processing Salaries	90,783	92,569	94,720	93,869	113,458
60-91-240	Payroll Exp - FICA/Unemployment	6,985	7,123	7,090	7,123	8,372
60-91-440	Training	0	1,536	2,656	200	2,349
60-91-450	Postage	10,041	9,000	9,500	10,600	10,500
	Total Wastewater Personnel & Billing	140,539	186,862	199,386	165,676	225,402
	Debt Retirement & Transfers					
60-98-136	Principal - 09 Base Loan	48,827	48,827	48,827	48,827	48,827
60-98-137	Principal - 09 ARRA Loan	351,827	351,828	351,828	351,828	351,828
	Total Debt Retirement and Transfer	400,654	400,655	400,655	400,655	400,655
	Total Expenditures	3,397,011	6,123,152	5,860,048	4,536,591	5,950,468
	Budgetary Fund Balance Beginning	4,089,224	3,582,371	3,630,141	3,761,698	3,750,505
	Budgetary Fund Balance End of Year	3,636,985	421,612	2,965,716	3,750,505	4,186,726
	Audited FS Balance End of Year	3,761,698				

2024 Capital and Other Details

DESCRIPTION	Cost	% TO GROWTH	w/ww	WATER RATE FUNDED	WATER CIF FUNDED	WATER RWAF	WW RATE FUNDED	WW CIF FUNDED	General Fund	Required by Mandate	Required for Maintenance	
<b>Water Capital Projects</b>												
Air Line Replacement (Hatcher)	\$25,000			5021450	\$25,000							
Chlorine Line Replacement (Hatcher)	\$10,000			5021450	\$10,000							
GAC Changeout (San Juan)	\$60,000			5021450	\$60,000							
Backwash pond Rehab Project (San Juan)	\$150,000			5021450	\$150,000							
Front Door Replacement (San Juan)	\$6,500			5021450	\$6,500							
Ceiling Fan (San Juan)	\$10,000			5021450	\$10,000							
Backwash Pond Rehab Project (Snowball)	\$100,000			5021450	\$100,000							
Hatcher Tank Communication Shed, Tower & Fencing	\$20,000			5021455	\$20,000						X	
Log Park Bladder Tank	\$57,000			5021455	\$57,000							
Log Park High Demand Pump	\$7,500			5021455	\$7,500							
Snowball Insertion Valve	\$40,000			5021455	\$40,000							
Stevens Reservoir Pipeline & Booster Engineering	\$160,000					5023403	\$160,000					
Stevens Reservoir Spillway Upgrade & Repair	\$150,000					5023403	\$150,000					
Snowball Construction	\$30,000,000					5023450	\$30,000,000			X		
Snowball Engineering Oversight	\$1,000,000					5023450	\$1,000,000			X		
Middle School Waterline Replacement Project	\$35,000					5023455	\$35,000					
CDOT Waterline Replacement Project	\$200,000					5023455	\$200,000					
Water Line Replacement	\$10,563					5023455	\$10,563			X		
<b>Subtotal Water</b>	<b>\$32,041,563</b>				<b>\$486,000</b>		<b>\$31,555,563</b>	<b>\$0</b>	<b>\$0</b>			
<b>New / Used Capital Equipment</b>												
Campus Asphalt Replacement	\$350,000			5021451	\$238,000		6022451	\$112,000			X	
Campus Gate Replacement	\$75,000			5021451	\$51,000		6022451	\$24,000				
Restroom Addition to Pole Barn	\$4,000			5021451	\$2,720		6022451	\$1,280				
New Security System for Hatcher/Fill Stations	\$10,000			5021464	\$6,800		6022464	\$3,200			X	
GPS Equipment & Software	\$15,000			5021464	\$10,200		6022464	\$4,800				
Daupler Security Response Management System	\$20,000			5021464	\$13,600		6022464	\$6,400				
Server/Software Upgrades	\$26,500			5021464	\$18,020		6022464	\$8,480			X	
Cybersecurity Monitoring (Dark Trace)	\$35,000			5021464	\$23,800		6022464	\$11,200			X	
Phone system replacement	\$10,000			5021464	\$6,800		6022464	\$3,200				
Dump Trailer (Snowball)	\$22,000			5021464	\$14,960		6022464	\$7,040			X	
Hydraulic Crane and Hot Box for Hydro-Ex	\$40,000			5021464	\$27,200		6022464	\$12,800				
Water Pressure Transmitter	\$8,500			5021464	\$5,780		6022464	\$2,720			X	
Easement Machine & Trailer	\$110,000			5021464	\$35,200		6022464	\$74,800				
Air Compressor for Shop	\$6,400			5021464	\$4,352		6022464	\$2,048				
Ladder Racks for Electrician Vans	\$6,000			5021464	\$4,080		6022464	\$1,920				
Tire & Chains for Case Loader	\$18,900			5021464	\$12,852		6022464	\$6,048				
SCADA System on-going upgrades	\$109,000			5021418	\$59,296	5023418	\$14,824	6022418	\$27,904	6024418	\$6,976	X
VFD/Gear Replacement Pool	\$45,000			5021418	\$24,480	5023418	\$6,120	6022418	\$11,520	6024418	\$2,880	X
Grill guards for Service Trucks	\$8,000			5021465	\$5,440			6022465	\$2,560			
Purchase Snowball Utility Truck	\$95,000			5021465	\$64,600			6022465	\$30,400		X	
Replace 2 Utility Trucks	\$123,840			5021465	\$84,211			6022465	\$39,629		X	
<b>Subtotal Water &amp; Wastewater Shared</b>	<b>\$1,138,140</b>				<b>\$713,391</b>		<b>\$20,944</b>	<b>\$0</b>	<b>\$393,949</b>	<b>\$9,856</b>	<b>\$0</b>	

2024 Capital and Other Details

DESCRIPTION	Cost	% TO GROWTH	w/ww	WATER RATE FUNDED	WATER CIF FUNDED	WATER RWAF	WW RATE FUNDED	WW CIF FUNDED	General Fund	Required by Mandate	Required for Maintenance
<b>Wastewater Capital Projects</b>											
Vista WWTP Engineering	\$800,000						6022502	\$800,000		X	
Influent Vertical Turbine Rebuild	\$85,000						6022502	\$85,000			
UV Retrofit Upgrade	\$294,800						6022502	\$294,800			
Manhole 2707 Channels	\$60,000						6022505	\$60,000			
LS#5 Fencing	\$17,000						6022505	\$17,000			
LS#8 Rebuild	\$200,000							6024505	\$200,000		
Lift Station 6 Upgrade	\$435,000							6024505	\$435,000		X
<b>Subtotal Wastewater</b>	<b>\$1,891,800</b>				<b>\$0</b>	<b>\$0</b>		<b>\$1,256,800</b>	<b>\$635,000</b>	<b>\$0</b>	
<b>Total Capital Projects</b>	<b>\$35,071,503</b>				<b>\$1,199,391</b>	<b>\$31,576,507</b>		<b>\$0</b>	<b>\$1,650,749</b>	<b>\$644,856</b>	<b>\$0</b>
<b>G/W/WW Larger Value Maintenance Items</b>											
<b>Water Fund</b>											
Replace 25 Pall modules (Hatcher)	\$110,000			5043220	\$110,000						
Flow meter vaults for Stevens, Meadows and Sweetwater	\$30,000			5044220	\$30,000						
Water Line Replacement	\$200,688			5044220	\$200,688						
Asterra Satellite Leak Location	\$90,000			5044220	\$90,000						
<b>Wastewater Fund</b>											
Wastewater Line Replacement	\$200,000						6051220	\$200,000			
Cloman Flushing Stations Installation	\$70,000						6051220	\$70,000			
Sewer Cleaning and Inspection	\$250,000						6051220	\$250,000			
<b>Total Larger Maintenance Items</b>	<b>\$950,688</b>				<b>\$430,688</b>	<b>\$0</b>		<b>\$0</b>	<b>\$520,000</b>	<b>\$0</b>	<b>\$0</b>