

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
May 16, 2024

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's water treatment facility, 15850 Holbein Drive, El Paso County, Colorado on May 16, 2024 at 1:30 P.M.

Directors Present: Wayne Vanderschuere
Bill George
Kevin Deardorff
Ed Miller
Scott McCulloch

Staff Present: Jeff Hodge
Christina Hawker
Ashley Uhrin
Ronny Wright
Aaron Tolman

Consultants Present: Roger Sams (GMS)
Brett Gracely (LRE)
Tom Sistare (Hoelting and Company)

Guests: Jackie Burhans (OCN)
Tammy Baugh

President Vanderschuere called the meeting to order at 1:30 P.M.

Approval of Agenda:

- No changes to the agenda.

Public Comment Non-Agenda Items:

- Tammy Baugh, representative for the Club Villa Townhomes HOA, brought concerns that she and other members of the townhome community have regarding sewer infrastructure and Donala's plans for upgrading the infrastructure. She stated they have had multiple sewer backups at different properties recently and she had been told in the past that Donala had plans to upgrade the sewer lines in that neighborhood but that has not happened and the only reason she has been provided is that the District had other priorities come up. She wanted to get an idea of if the upgrades were still on the books and if so what the timeframe for project completion is as they would like to do road repairs but not if we are going to tear the road up to do sewer line repairs.
 - Hodge stated that prior management had earmarked funds for the sewer upgrade project, however 8 of our 12 wells needed rehabilitation therefore most of the funds were used for those repairs. He informed her that she is not off our radar, and we understand they do not want to repair their roads without an understanding of what our plans are, but the funds for the project are not available at this time.
 - Baugh said she understands that the homeowner is responsible for the service lines but her concerns are that the system as a whole is very antiquated and that without replacing the main sewer lines that the services lines will continue to see sewer backups.
 - Hodge and Vanderschuere discussed different things that can cause sewer backups such as using flushable wipes, tree roots, etc. They also recommended the service lines be scoped with a camera to determine how

bad the service line is or where the problem is to determine if they should proactively clean or replace the service line. Final recommendation was to practice good wastewater hygiene.

- Vanderschuere committed to giving the HOA as much notice as possible when we plan to replace the sewer lines but that at this time, it is not planned for the next 2-3 years. Hodge offered to give her his contact information.

Review of Minutes:

- Minutes from April 18, 2024, Regular Board Meeting and Workshop accepted.
 - George motioned to approve, Miller seconds, all aye.

Review of Financial Statements and Check Summaries:

- Hodge stated that there is no concern at this time regarding increased water usage for the summer as it is still early in the year and warmer weather is predicted. Increased usage will lead to increased revenue.
- Receiving a check for \$128,122 from the State as the result of a property tax Senate Bill. Funds will go into the savings account once received.
- No outstanding expenditures to discuss for water or wastewater.
- Approval of Financials
 - George motioned to approve, Deardorff seconds, all aye.

Audit Presentation

- Tom Sistare with Hoelting and Company presented the 2023 audit.
- Audit took place in March and staff was prepared for audit.
- Issued an unmodified (clean) opinion.
- He highlighted that we have less liabilities as the result of paying our debt down on time as well as some additional figures that changed year over year.
- Increased sewer revenue primarily due to increases to TriView and Forest Lakes.
- Vanderschuere asked if there are any issues or takeaways that we should be aware of, Sistare said not at this time.
- Vanderschuere also asked about TABOR and if there are any concerns or takeaways, Sistare stated there is not anything we need to worry about at this time.
 - Vanderschuere motioned to approve, McCulloch second, all aye.

General Manager Report by Jeff Hodge:

- Changes made to how executive sessions need to be run, board was provided a document from the lawyers regarding the changes. Board is currently following all new procedures outlined in the document.
- Lawyers are putting together a presentation for a future meeting regarding dredge and fill.
- Hodge followed up with Jenny Bishop regarding our long-term contract.
- It was stated in the previous board meeting that the District lost 400 AF of water from Pueblo Reservoir, however it was discovered that the wind affected the calculations, and we did not actually lose that water.
- Discussed running the North Gate station to ensure it's functioning properly.
- Energy Audit is coming up soon.
- CSU has an open house on 6/6/24 if anyone is interested in attending.
- Attended the Loop meeting and they discussed the options they have for water movement
 - One option is to utilize CSU's facility, but they have stated they will not use it for at least 2 years. Vanderschuere does not believe utilizing CSU is the best course of action. Hodge stated that the communication with CSU has improved.
 - Talking with Fountain to see if they would be a willing participant in the Loop Authority.
 - RFP for acquiring easements came in, meeting set for 5/30/24 to hire a company to begin acquiring the easements by Tamlin Tank.
- Free cybersecurity training on 5/24/24
- Pikes Peak Regional Water Authority meeting on 6/5/24.
 - Aurora may be attending to discuss their project.

- Deardorff asked if we have heard anything regarding Classic Homes, Hodge said they had not heard anything new on the project.

Water Report by Ronny Wright:

- Mountain View Electric Association (MVEA) showed up unannounced at 16A and caused some issues but they are working on correcting the issues.
 - The door for the well showed up in 3 pieces and all three pieces were damaged so they are working to correct that as well.
 - They are hoping for an online date in July.
 - Sams stated they are waiting on approval from the State regarding water quality for 16A
- Club Villa had a leak that has been repaired.
- Tank rehabilitation is moving along
 - Blasting is underway and it appears it may not be as bad as originally expected.
 - Decibel levels and dust are under control.
- Had a transit loss meeting on 5/15/24 to negotiate a deal with AGRA to sell them excess water.

Wastewater Report by Aaron Tolman:

- Tolman reported that Jarred passed his “B” wastewater test.
 - Jake is going to wastewater school in July and two employees are testing at the end of May for their “D” certificate.
- Made some repairs to the south digester.
- Spare motors and propellers are coming in soon.
- Developing a Standard Operating Procedure (SOP) for Programmable Logic Controller (PLC) repairs
- Working on developing an emergency plan for the wastewater plant
 - Vanderscheuere stated even if it is just a one page plan with number of employees and rendezvous point
- E. Coli is at 17.0 MPN, down from 23.0 last month which is good.
- BOD removal was 98.7% and TSS was 99%, which is well above the required minimum of 85%.
- July board meeting will take place at the wastewater plant.

Consultants Comments:

- Sams stated we are close to having well 16A complete but are waiting on water quality approval.
- Tank inspectors to review work done on Saturday to determine if there are any recommendations for additional repairs.
- Sams attended a meeting with Water Quality Division but any changes are far out therefore we should continue to keep the wastewater plant running smoothly.
- Invoice was sent to Fire District for remodel costs, waiting on payment at this time.
- Gracely clarified Hodge’s previous comments regarding spilled water at Pueblo and stated that we did not lose that water.
 - Gracely is currently partnering with Wright and Dan Tucker at AGRA to exchange water.
- Aurora is interested in working with Donala on leasing water.
- Gracely is expecting an average to above average year in Willow Creek.
- Gracely emphasized the importance of future water storage.

Directors Comments:

- None.

Public Comment:

- None.

Executive Session

- CRS§24-6-402 (4) (f) – Jeff Hodge, General Manager, Annual Review.

- Deardorff motioned to approve, Miller second, all aye.

Meeting adjourned at 3:05 P.M.

These minutes are respectfully submitted for record by Ashley Uhrin on June 13, 2024.