

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
October 10, 2024

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's Holbein Water Treatment Facility, 15850 Holbein Drive, El Paso County, Colorado on October 10, 2024, at 1:30 P.M.

Director's Present: Wayne Vanderschuere (Phone)
Bill George
Kevin Deardorff
Ed Miller
Scott McCulloch

Staff Present: Jeff Hodge
Christina Hawker
Carla Edwards
Ronny Wright
Aaron Tolman

Consultants' Present: Roger Sams (GMS)
Helen Malenda-Lawrence (LRE)

Guests: Jackie Burhans (OCN)
James Howald (OCN)

Vice President George called the meeting to order at 1:31 P.M.

Approval of Agenda:

- No changes.

Public Comment Non-Agenda Items:

- No public comments.

Review of Minutes:

- Minutes from September 19, 2024, Regular Board Meeting accepted.
 - George approved minutes as presented with no objections.

Review of Financial Statements and Check Summaries:

- Hodge stated we are on track to meet our water and wastewater revenue goals.
- Hodge said expenses are tracking below what we budgeted.
- Financials from September 19, 2024, accepted.
 - Miller motioned to approve, McCulloch seconds, all aye.

Public Hearing for Preliminary Budget and Rates:

- Open public hearing §32-1-1001(2)(a), C.R.S. for residents and property owners to consider the proposed fees, rates and budget.
- No public in attendance. Public hearing closed.

Presentation of the 2025 Preliminary Budget:

- Hodge stated Donala retained Raftelis to do a rate study for the coming year to determine how our rates need to change to meet on going district demands and financial policies.
- Hodge said capital obligations and reserves are what drive the 9.25% rate increase that is being proposed.
- Hodge further stated operations, besides electrical, remain very stable. It is really the Capital Projects that need to be completed throughout the district and keeping 180 days of reserves on hand that drives the rate increase.
- Hawker said the recommended rate increase from Raftelis was 10%, but they tried to cut it back to 9.25%. Raftelis will be giving Hawker and Hodge a presentation in November to go over the specifics of the increase.
- Hodge stated they will talk to the rate consultants and try to make some cuts to decrease the rate to around 4.5%.

Term Limits:

- Donala's board voted on whether to have a ballot measure for constituents to vote on waiving board member term limits.
 - The board majority voted in favor of adding the measure to the ballot.
 - This measure will be on Donala's ballot in February.

General Manager Report by Jeff Hodge:

- CSU has come back to Donala to see if we would like to be a part of the NMCI. Hodge attended another meeting with them and let them know we were not interested.
- Hodge discussed redundancy in water storage options such as ASR for both District preservation and potential leasing of excess water for revenue.
- Hodge discussed the continuation of developing the Loop and having partners that are willing to pay for that water who need it as well as having a reliable water supply.

Water Report by Ronny Wright:

- Latrobe booster pumps are due for repair/rehab.
- Contracted Layne to pull wells 11D and 1A as they had both seized up and stopped working. Camera scope to be reviewed by LRE.
- VFD installations scheduled for wells 9,11 and 12. Should be completed by the end of the year.

Wastewater Report by Aaron Tolman:

- Influent Equalization Basin #2 has been cleaned, gasket and cable repairs have been completed.
- Tolman stated that SBR pump #1 is repaired and ready for service.
- Iconergy is working on the wastewater energy audit.
- E-Coli levels are 28.4 MPN, well under the required levels.
- Total effluent sitting around 27.309 million gallons.
- BOD removal was 99.6% and TSS was 99.0%, which is well above the required minimum of 85%.
- Hydraulic loading is at 52% and BOD loading is at 56%.
- Tolman said they are still working with Merrick to determine the best way to do the PLC swap. The estimated turnaround time for actual swap is down from a week to about three days. Also discussing more efficient upgrades they can make during the swap.

Consultants' Comments:

- Sams stated that he created a request for proposal for the Holbein tank repairs and they distributed it to 4 organizations, all responded. He will be meeting with Donala staff next week, to make decisions on the contract.
- Malenda-Lawrence discussed failures in the 1A and 11D wells. She stated 11D is a very important well to our District, especially because it can feed the Holbein plant bypassing the line on Baptist where we recently had a main break.

Her recommendation for 11D is to get it cleaned out and get a new video of what is going on down there to see what repairs are needed. Specific parts of the pump were 100% blocked. After the cleaning and re-videoing, LRE recommends re-equipping the well to get it back up and running again.

- Malenda-Lawrence said regarding 1A, the pump has already been pulled and it has been videoed. 1A was producing some fine sediment and more than likely it is because there were three holes found in the drop pipe. These holes were squirting out water and creating intense pressure that could potentially cause further damage to the screens. Layne did not find holes in the drop pipe, however there were two potential holes that they noticed in the images, which could cause corrosion. LRE would recommend cleaning up 1A and re-videoing before patching any holes.

Directors Comments:

- Vanderschuere mentioned that he and George went to the Elected Officials Loop meeting. None of the elected officials from Cherokee were at the meeting. Vanderschuere and Brian, the President from Woodmoor, are going to try to and catch up with the President over at Cherokee within the next month.

Public Comment:

- None.

George entertained a motion to adjourn meeting, Miller seconds, all aye.

- Meeting adjourned at 3:34 P.M.

These minutes are respectfully submitted for record by Carla Edwards on November 18, 2024.