

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

REGULAR MEETING
May 19, 2026

Call to Order

Call to Order – The meeting was called to order at 3:10 p.m.

Roll Call

Board Members Present

Ian Exelbert, President
Brendan Matthias, Vice President
Tom Sherman, Board Member

Staff Present

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

M/S/C Tom moved to excuse Paul Goldstein and Carter Barger. Brendan second, all in favor.

Administrator's Report

April Minutes

M/S/C Tom moved to approve the April 21, 2026 minutes. Brendan second, all in favor.

Accounts Payable

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

Audit Approval Schedule

The 2025 Draft Audit, prepared by Paul D. Miller of Blair and Associates, P.C., is complete. Tonya and Scott reviewed the report and found that it is consistent with past years and found no material changes or irregularities. The audit reviews the District's procedures, internal controls, and financial statements for the year. Paul recommended the District increase the threshold for a capital purchase to \$5,000 for the purpose of depreciation of assets. For the District's financial statement, supplies under \$5,000 would be treated as repair and maintenance items. Tonya commented that because the District is governmental non-profit, depreciating assets don't have the same impact as it would in a for profit entity. This recommendation keeps the depreciation accounting more in line with inflation and concentration on larger assets. **M/S/C** Brendan approved increasing the capital outlay threshold to \$5,000. Tom second, all in favor.

Tonya emailed board members the draft copy for review before the meeting. The audit is due to be filed by July 31, 2026. The Board will take more time to review the report and will defer approval to the June meeting.

Hearing: Rules and Regulations Article 4.10 (A)(B) Change to Water Use Restriction Penalties

M/S/C Tom moved to open the hearing at 3:15 p.m. Brendan second, all in favor.

No members of the public were present. The District did not receive any questions or comments on the proposed changes to penalties, for which notice was provided.

The board discussed current drought conditions and irrigation water use. Voluntary restrictions for outdoor watering are in place. Doorhangers and emails were distributed to customers. If the ditches in Aspen Glen dry up, then the District will need to consider additional restrictions. Generally, wells at the bottom of the valley floor are more likely to maintain production. While head water communities and those relying on stored water will be most impacted.

The proposed increase to penalties for violating mandatory water use restrictions are as follows:

Special Permit Fee change from \$15 to \$100

And

(ii) Second Violation: \$25 to \$100

(III) Third Violation: \$50 to \$200

(iv) Fourth Violation: \$100 to \$400

(v) Fifth Violation: \$500 to \$2,000

M/S/C Brendan moved to approve the change to the District's Rules and Regulations Article 4.10 (A)(B). Tom second, all in favor.

M/S/C Tom moved to close the hearing at 3:25 pm. Brendan second, all in favor.

District Billing Clerk

Tonya notified the board of Ruth Sante's rapid decline in health which necessitated her resignation of her position as Billing Clerk. Tonya discussed the duties of the Billing Clerk as an independent contractor within the District working closely with Tonya, Mike, and Alan to run the daily activities of the District along with billing customers, receiving customer payments, and maintaining customer accounts. Tonya works directly with the Billing Clerk and will train a new clerk. The Board discussed the current rate of \$40/hour paid to Ruth. Tonya interviewed a candidate to replace Ruth who can start immediately. The Board authorized Tonya to contract with a new Billing Clerk at \$38/hour paid during a four-month training period with the potential of increasing to \$40/hour. The Billing Clerk's average work schedule is twenty hours per week.

Operator's Report

Water Loss

Repairs to water line valves were completed on River's Bend and Bald Eagle Way at the intersection of Golden Stone Drive. After evaluating month end meter readings, there is still an amount of water loss in the system. Water loss reached 48% in recent months and in April reduced to 29% after repairs. The April calculation includes the beginning of customers

irrigating, which makes it challenging to isolate issues in the system. The water line valves replaced had rusted bolts. These valves are all original to the development of Aspen Glen and there are likely more valves leaking. Alan will visually inspect valves that are accessible to narrow down sections of the District for leak detection. He may bring back American Leak Detection in the Fall after customers shut down irrigation systems.

WWTP Effluent Flow Meter

Brandyn is working with CDPHE to resolve questions regarding effluent flow meter calculations. The inspectors are questioning whether the readings are accurate because of the weir plate. Brandyn is working with CDPHE engineering department to work through the concerns.

WWTP Influent Flow Meter

There are calibration problems with the influent flow meter at the plant. Alan has worked with Western Colorado Electrical to resolve but is now moving forward with the purchase of a new meter.

Plant Operator Certification

The Ironbridge lift station replacement CDPHE application triggered a review of plant operator certification. Based on the size of the lift station, another level of certification is required. The District received a Compliance Advisory from CDPHE. Alan tested and qualified for the increased certification and is working with CDPHE to remove the compliance advisory as they review practices and procedures.

Coryell Well #11

Samuelson Pump is scheduled to conduct another draw down test of the well. Alan will schedule Samuelson to inspect Coryell Well #13 and the Aspen Glen wells for issues with silt buildup. This is more efficiently done in the fall after water flows come down after customers are done irrigating for the summer season.

Engineer's Report

Ironbridge Lift Station

Phoenix Industries completed odor control piping work at the Ironbridge lift station. While onsite, they also fixed some grading for better water drainage in front of the station.

Developer Updates

- No further information regarding Harvest Roaring Fork.
- Aspen Glen Sages is moving forward with Cary Glickstein after a potential buyer inquired about taking over the project but dropped out. Brandyn is working with their engineer to answer questions regarding water line looping and lift station permitting.
- Aspen Glen Reserve plans to submit a PUD application to Garfield County in June.

Attorney's Report

Drought Conditions

Scott commented that water levels in the Upper Colorado River Basin are still critically low. Recent precipitation helps conditions but doesn't fill the reservoirs. Each community and water system are monitoring the impact and response.

Open Items

No other items

Next Meeting

3 p.m., June 16, 2026.

Adjournment

4:00 p.m. Meeting adjourned

Read and approved this 16th of June, 2026.

Signed: _____

SEAL

Attest: _____