

Sunset Water District

P.O. Box 368, Laporte, Colorado 80535

Board of Directors

(Year of the end of the current term after name; addresses—Fort Collins, CO 80521)

Bill Connelly (23) President	524 N. Sunset St.	970-310-5277 (cell)
Gary Spivak (23) Vice President	503 N. Hollywood	970-221-2546
Maryann Snyder (22) Secretary	619 N. Sunset St.	493-8753 (home and cell)
Nancy Morehouse (22) Treasurer	505 N. Hollywood	692-3801 (cell)
Davina Dolph (22)	2809 W. Vine Dr.	970-581-1386

Accountant: Cathy Turley, Business Spectrum, 23435 County Road 35, La Salle, Colorado 80645; telephone direct: 970-356-9722, cell: 970-396-6588, toll-free: 888-900-8265; fax: 970-656-3477; e-mail: cturley@djcentsinc.com. Payments to: Sunset Water District, P.O. Box 272596, Fort Collins, Colorado 80527-2596.

Meter Reader & Maintenance: Al Hinojosa, 2830 Laporte Ave., Fort Collins, Colorado 80521; 484-9920.

Environmental Consultant & Certified Operator: Alberts Water and Wastewater, Specialists, Inc., P.O. Box 273119, Fort Collins, Colorado 80527; 494-1610.

Minutes of the Meeting of the Board of Directors, February 16, 2023

Place: 524 N. Sunset St., Fort Collins, CO

Attendees: Bill, Cathy, Nancy, and Maryann.

Meeting Called to Order: 4:00 pm by Bill

Minutes: Minutes of the previous meeting were accepted.

Maintenance and Repairs:

There was a major water break at 105 South Sunset that required turning off the water for a day. Bill and Al both worked with the contractor to repair the leak. Al's bill was \$300 and we do not know how much the contractor's bill is yet. Our system has many different diameter pipes in different parts of the system ranging from 1 ½ inch on Vine Dr. to 2 inch on Cherry and 3 inch from Cherry to South Sunset and 2 inch on South Sunset to 1 ½ inch on Hollywood. This means that there are lots of places where different diameter pipes need to be connected to each other. The juncture that failed was connected to a 2 inch pipe. We were very fortunate to have the parts needed for the repair. Our system is so old that a lot of the parts we may need in the future are not easy to source. Bill found some in California and will be ordering them before the next meeting so that we will have them on hand. He will also obtain more copper pipe as we used some of our supply fixing this break. Since it would have been helpful to have equipment to locate the source of the leaking water and the cost is around \$300, the board authorized Bill to buy this equipment which is available locally.

There was discussion on how to pay for supplies and equipment since most companies require a credit or debit card and it might be too expensive a purchase to expect a board member to pay for supplies or equipment out of their own funds until they can be reimbursed by the district. We decided that Bill and Nancy will go to the bank and open an account (accessible in the online banking function) that will have an attached debit card that can be used in these cases. She and Bill will be the authorized users and only a small amount of money will be kept in the account until a purchase is contemplated and then the amount of the purchase or reasonable estimate will be deposited by Nancy so that the card can be used to finalize the purchase. [Update: This has been done.]

Bill reports that the cost of water taps from the city is a moving target and can vary from 27,000 to 38,000 for simple hookups and go well over \$100,000 for acreages or those needing lots of water for multi-family dwellings. There are also infrastructure fees that the city charges. Cathy will check on what we have charged recently and we will work on a cost basis for the five acres in our district that would be eligible for a water tap.

Nancy wondered if there was any insurance we could purchase to protect us from large repair costs. She will get a phone number from the SDA so that Bill can call and see if there might be any insurance for water leaks. Fortunately, the homeowners near the leak had sump pumps which helped to mitigate the damage to their properties.

Bill went to see the tree that Al discovered planted next to our meter at 444 N. Sunset. It is very small. Bill will talk the homeowner in the spring about moving it as it is not practical to move it during the winter.

Financial Information:

Cathy distributed the Treasurer's Report as of February 16, 2023, the A/R Aging Summary as of February 16, 2023, the Balance Sheet as of January 31, 2023, the Profit and Loss Prev Year Comparison January 2023, and the Trial Balance as of January 31, 2023.

There are 6 shut-offs currently which is very close to last year. We currently have \$182,309.05 in the bank. We currently have 4 CD's. The interest rate is .08% for each of them with maturity dates of 1/20/24, 8/5/23, 8/5/23 and 8/19/23. The current balances are \$21,097.73, \$21,171.36, \$26,464.20, and \$47,625.83 respectively. Last year's interest was \$17.10, \$17.16, \$21.45, and \$38.61 respectively. The Board had been talking about buying more CD's and possibly moving these to get a higher interest rate going forward but we have postponed this until the next meeting when we will know how much we owe for the repair this month as well as the cost of supplies and equipment that Bill will be purchasing.

There were 7 locates this month out of 25 notices. Cathy has discovered that there are some larger grids and some smaller polygons that are active in the 811 system for us. She distributed a map with these pictured. We can reduce the number of false notifications if we refine the polygons and delete the larger grids. Bill helped to add a polygon for South Sunset and South Hollywood and Cathy will work with Ericka Silvas at the 811 center to update our information. This should finally solve our problem of receiving locates that are not in our district.

Cathy will report on the form she is creating for Al to use at our next meeting. She says that Al's contract is indefinite like hers, so we do not have to redo it unless something changes.

Cathy has located a company (One Call Now) that does reverse notifications and is economical to use. The initial fee is \$300 which allows for 2,000 credits that would allow us to notify everyone in the district about water shut-offs or other emergencies eleven times in a year. They can call, text or email depending

on the homeowner's preference and there are 2 minutes of message or 160 characters available for us to use. We can use "Sunset Water Alert" as a caller ID as well. We told Cathy to start setting it up with the information we currently have from our customers.

Cathy is partially retiring this year. She will keep some customers (including us! – thank you, Cathy). Her phone number and other contact information will be changing soon. If anything should happen and she is not available we should contact her middle daughter, Michelle Butterworth at 970-396-1277. Her daughter currently works for McCreery and Sons of Colorado (HVAC company) and knows the details of our system.

Water Quality and Website:

There are no water quality issues. It was noticed that the website cannot be accessed on a smartphone and we will talk about that next meeting.

Old Business:

Maryann reported that if there are no more self-nominations by February 28 that the election can be cancelled. She and Nancy will meet with Davina on what should be done at that point. Maryann had the Board review the SD11 and SD12 forms and the Board resolved to cancel the election if no further nominations are received. Bill signed the form for the Board.

Maryann, Davina, and Nancy are working on an election procedure that should be finalized by the end of this election cycle.

New Business:

Nancy has paid our SDA dues which turned out to be the same as last year.

As a result of our recent emergency Bill has volunteered to join "Next Door Neighbor" so that he can post notices for any future emergencies.

Next Meeting: March 16, 2023, 4-6 pm at 524 North Sunset St., Fort Collins, CO.

Adjourned: 5:45 pm