

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE INDIAN HILLS WATER DISTRICT
JEFFERSON COUNTY, COLORADO**

For the Meeting Held November 18, 2021

The meeting was held in person and was attended in person by Directors Samantha Kepley, Dave Mosby, Tony Pesce, and Scott Ryplewski, Managers Chris Vargo (GM) and Kristin Waters (OM), and several community members were also present. Director Levy was absent and excused.

Meeting called to order 6:33 pm

Posting of Notice. The meeting agenda had been posted in advance as required by law.

Meeting Agenda: Motion to approve the agenda made and seconded. With no edits to the agenda it was approved by a vote of 4 – 0

Meeting Minutes: Motion made approve the October 21, 2021 minutes made, seconded and the minutes were approved 4 – 0

Audience/Customer Comments or Concerns:

Resident question about District's business organization, specifically for profit, or not. IHWD is a Special District which is a quasi-government entity organized under Colorado Revised Statutes Title 32.

Administration/Financial Reports: Check report was reviewed with a motion made to approve checks 14620– 14642 and 14644 - 14645 and EFT's. Check #14643 is unused. Report approved by a vote of 4 – 0. Cash Balance Status, Fund Class Report, Cash Flow Statement, and Accounts Receivable Aging/Customer Past Due reports were reviewed.

-Budget Process Review – the budget approval statutory deadline is 12/15/2021. The adopted 2022 Budget is due to DOLA by 1/31/2022.

Legal/Information Updates:

No legal updates at meeting

Operations:

-Wells are producing optimally and the storage tanks are full.

-Nitrate levels have been around 9.0 mg/l. MIEX online 11/18/21 lowering nitrates to 6.3 mg/l.

-Pipeline assessment project beginning 12/6/21 to determine replacement prioritization to reduce non-revenue water loss.

Projects: Fire hydrant static testing completed meeting IHFD IGA, and new water service connection project completed.

Zone 2 tanks will be cleaned and disinfected while welding repairs are made and tank overflow pipes are installed to meet updated storage tank rule. TC discharge project beginning in December and well assessment and rehabilitation will begin in January.

Board Items:

Water Rate/Tap Fee Review – Review of tap and ADU fees still in process. IHWD may need to hire third party for evaluation.

Petition for Inclusion – 5277 Chiquita will be merging lots and has applied for 2 small lots to be included in District boundaries. A motion was made to set a Public Hearing set for 12/16/2021 Board Meeting, the motion was seconded and the scheduled hearing was approved by a vote of 4 – 0.

Public Rate Hearing – Public notice was posted on 10/18/2021 to meet the 30 day requirement. At 7:16 pm a motion was made, citing C.R.S. 32-1-1001(1)(j), to hold a public hearing to review credit card fees. The motion was seconded and passed by a vote of 4 – 0.

Discussion about credit card payment processing fees which have increased recently with updated payment system. New fees are 2.9% per transaction and a \$49.95 monthly fee. 19% of customers make billing payments by credit card and currently the cost is passed on to all customers as part of administrative costs.

Four customer comments were received before the meeting: agree with fee being added to credit card payments, credit card payments are most common and thinks District should not add fees to only to those payments, check paying customers shouldn't have to foot the bill, and the credit card fee would make it more difficult to pay bill and aren't the costs of processing check payments the same cost?

Credit Card payment fees cost 44.7 – 54% more than payments made by check or ACH. ACH payment processing costs are the lowest for the District.

Further discussion about options: should the District absorb the \$49.95 monthly fee while adding the 2.9% convenience fee at the time credit card payments are made? Or pass on all fees to credit card payments?

Customers who were in attendance asked questions about the fees and made comments about preferring to pay by check to avoid fees. The majority support adding 2.9% to payments and the District paying the \$49.95 monthly.

At 7:40 pm a motion was made to end the Public Rate Hearing which was seconded and passed by a vote of 4 – 0. A motion was made to adopt the policy of adding a 2.9% convenience fee to credit card payments and for the District continue to pay the monthly \$49.95 fee. The motion was seconded and approved by a vote of 4 – 0.

Capital Improvement Projects – The 5 year CIP Plan was reviewed with projected income and expenses reviewed. Discussion about the funding options the District has, which include bonds, loans, and self-

funding. Preparing for bonds which need to be approved by the Public, and applying for loans are both very lengthy and costly processes. The District does not qualify for many grants due to our average median income. Self-funding is the most responsible and least expensive option for customers and the community. The 2021 water billing rate increase allows the District to save Property Tax income to pay for CIP's.

Budget Hearing - At 7:53 pm a motion was made, citing C.R.S. 29-1-103(2), to hold a public hearing to discuss the 2022 proposed budget. The motion was seconded and passed by a vote of 4 – 0.

Discussion about several line items including property tax income. Mill levy is calculated on overall District property valuation which will be received in December. Wording in Mill Levy Resolution allows for adjustment once the final valuation is received. Questions about election, education, and travel costs were discussed. Some adjustments and additions were made to Non-Operating/Capital expenses.

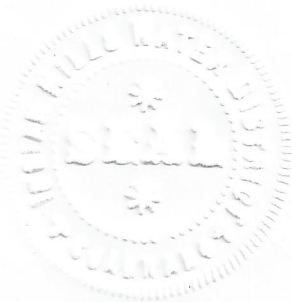
At 7:40 pm a motion was made to end the Budget Hearing which was seconded and passed by a vote of 4 – 0.

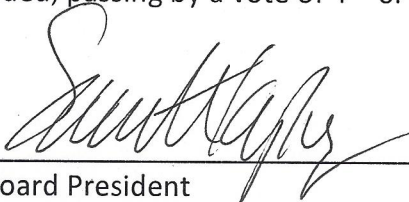
A motion was made to adopt Resolution 2021-006 Concerning the Adoption of a Budget and appropriation of funds for Fiscal year 2022. The motion was seconded and approved by a vote of 4 – 0.


A motion was made to adopt Resolution 2021-007 Levying General Property Taxes for the year 2021 to help defray the costs of Government for the Indian Hills Water District, for the 2022 Budget year. The motion was seconded and approved by a vote of 4-0.

Next regular Board meeting date 12/16/2021

There being no further business to come before the Board, the meeting was thereupon adjourned at 8:22 pm with a motion made and seconded, passing by a vote of 4 – 0.



 12/16/21
Board President Date

 12/16/21
Board Secretary Date