



Water and Sewer Board Regular Meeting

October 23, 2024 - 6:30 AM
1st Floor Conference Room,
301 Walnut Street, Windsor, CO 80550

MINUTES

A. CALL TO ORDER

CHAIRPERSON GREG BIELAWSKI CALLED THE MEETING TO ORDER AT 6:30 AM.

1. Roll Call

Present: Greg Bielawski, Chairperson
Janene Willey, Secretary
Milt Tokunaga
Gale McGaha Miller
Milton Geiger
Darell Zimbelman
Alan MacGregor, Alternate

Absent: Carlos Medina, Vice Chairperson
Alan Overton, Alternate

Also Present: Rick Klimek, Town Board Liaison
Shane Hale, Town Manager
Eric Lucas, Deputy Town Manager
Jessica Humphries, Information Services Director
Dean Moyer, Director of Finance
Karl Gannon, Budget Analyst
Leif Lesoing, Water Resource Administrator
Katrina Haley, Administrative Analyst

2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

The Board took a moment to review the October 23, 2024 Water and Sewer Board Regular Meeting Agenda. No modifications to the Agenda were requested.

3. Public Invited to be Heard

No public in attendance.

B. BOARD ACTION

1. Approval of the 09.11.2024 Water and Sewer Board Minutes; K. Haley

The Board took a moment to review the draft September 11, 2024 Water and Sewer Board Regular Meeting Minutes. No modifications to the Minutes were requested.

Water and Sewer Board Member McGaha Miller Moved to Approve the Review and Approval of the September 11, 2024 Water and Sewer Board Regular Meeting Minutes, Water and Sewer Board Member Bielawski Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milt Tokunaga, Milton Geiger; Nays - None; Motion Passed.

2. 2025 Water, Sewer, and Stormwater Rates; J. Humphries, Information Services Director

Information Services Director J. Humphries, with the assistance of Budget Analyst K. Gannon, as well as Kyle Stephens and Logan Standard, of consulting firm, Stantec, presented information regarding the 2025 Rate Study Update and the proposed Utility Rate Model. Data regarding the annual analysis conducted and the resulting Utility Rate Model proposals was presented in the format of four categories; Water Fund, Sewer Fund, Storm Drainage Fund, and Plant Investment Fees.

Throughout the presentation by Stantec and Town staff, Chairperson G. Bielawski and Board members took time to discuss various aspects of the presentation, including, but not limited to; factors impacting rate changes, status of existing utility infrastructure and proposed Capital Improvement Projects (CIPs), the status of Town Water, Sewer, and Storm Drainage Funds, navigating growth in Windsor, Windsor's involvement in the Northern Integrated Supply Project (NISP), current and future treatment capacity needs, Windsor's storm drainage system, consumption data, and Windsor's water efficiency efforts.

Please reference pages 6-36 of the October 23, 2024 Water and Sewer Board Regular Meeting Packet for a copy of the 2025 Rate Study Update presentation for further details regarding proposed rate changes.

Water and Sewer Board Member McGaha Miller moved to Forward a Recommendation of Approval to the Town Board Regarding the 2025 Utility Rate Model, as Presented, Water and Sewer Board Gieger seconded the motion. Roll call on the vote resulted as follows; Yeas - Gregory Bielawski, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milt Tokunaga, Milton Geiger; Nays - None; Motion Passed.

C. COMMUNICATIONS

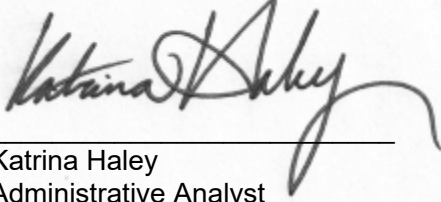
1. 2025 Budgets Water, Sewer, Stormwater; K. Gannon, Budget Analyst

Budget Analyst, K. Gannon led a review and discussion of the 2025 Budget for Water, Sewer, and Stormwater Funds. Various aspects of the 2025 Budget were discussed, as well as data from years prior. Topics included operational costs, existing and projected fund balances, growth projections, CIP projects, water treatment costs, and staffing changes.

D. ADJOURN

Water And Sewer Board Member Tokunaga Moved to Adjourn, Water And Sewer Board Member Zimbelman Seconded the Motion. Roll Call on the Vote Resulted as Follows; Yeas - Gregory Bielawski, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milt Tokunaga, Milton Geiger; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, THE MEETING WAS ADJOURNED BY CHAIRPERSON G. BIELAWSKI AT 08:30 AM.



Katrina Haley
Administrative Analyst