

MINUTES OF BOARD OF DIRECTORS MEETING
VALLEY SANITATION DISTRICT
October 15, 2025

A meeting of the Board of Directors of the Valley Sanitation District was held on this date at the Platte Canyon Water and Sanitation District

Phyllis Gooden Connie Kucharski Chris Dye Katy Smith Ian Gallogly

In addition to the board Cynthia Lane and Armando Quintana of Platte Canyon Water and Sanitation were in attendance.

1. MINUTES: Katy Smith made a motion to approve the corrected minutes and Connie Kucharski seconded the motion. The motion passed.

2. APPROVAL OF BILLS: Connie Kucharski made a motion and it was seconded by Katy Smith to pay the bills. The motion passed.

3. APPROVAL OF BILLS:

1. Patricia B. Harris – Wages	266.40
2. Phyllis Gooden – Director Fee	92.35
3. Connie Kucharski – Director Fee	92.35
4. Chris Dye - Director Fee	92.35
5. Kathryn Smith – Director Fee	92.35
6. Ian Gallogly – Director Fee	92.35
7. Advanced Engineering and Environment Services – Lift Stn	2,010.00
8. Browns Hill Engineering and Controls	1,697.00
9. Comcast Business-Lift Station Utilities	160.80
10. Colorado Department of Revenue	69.00
11. City of Englewood – Lift Station Utilities	20.52
12. Kent – Land Ltd	1,000.00
13. Platte Canyon Water & Sanitation District	9,600.40
14. Power Systems West – Lift Station maintenance	261.09
15. Utility Notification Center of Colorado	164.12
16. Xcel Energy – Pump Station Utilities	1,290.80
17. Federal Tax Deposit	<u>217.70</u>
	\$ 17,219.58

4. RECEIPTS:

Arapahoe County Tax	\$ 2,049.59
City and County of Denver	<u>361.51</u>
	\$ 2,411.10

5. FINANCIAL ACCOUNTING OF DISTRICT:

WELLS FARGO BANK: Checking account balance: \$ 3,191.60

6. COLOTRUST:

General Plus Fund

September Deposit – \$2,417.10

Income Earned - \$4,705.92

Balance - \$ 1,320,157.63

Interest – 4.3199%

Enterprise Plus Fund

September Deposit - \$ 0.00

Income Earned - \$729.04

Balance - \$205,710.07

Interest – 4.3199%

7. AGENDA ITEMS:

a. VALLEY MAINTENANCE

(1) September

Manhole Repair: 0 scheduled; 1 completed

Lift Station: 4 visits scheduled; 6 visits completed

(2) October

Hydraulic Main Cleaning: 5,887 feet scheduled

TV Inspections: 8,384 feet scheduled

Root Cutting/Treatment: 8,198 feet scheduled

Lift Station: 5 visits scheduled

There were nine locates completed.

Armando provided a Valley Map Legend for the maps and pictures provided at the September meeting. The extra visits to the lift station were for pump #2 which failed on September 13. Pump #1 was used for the weekend. On September 15 pump #2 was examined and no problem was found to cause the failure. It has since been running fine. Platte Canyon cleaned and inspected one manhole for a once a year inspection.

Phyllis expressed concern about the expenses for the lift station. Cynthia explained that the costs had been budgeted for the lift station.

9. Financial Statement: Cynthia highlighted a couple of variances from the budget. She explained that the budgeted amount for the lift station was significantly higher than the actual spending on the lift station. The second page of the financial statement was provided as a breakout of the status of bank accounts, ColoTrust and the outstanding balance on the loan. Ian asked about the IGA cost-

sharing and if there is anyway we could be proactive to leverage the unused balance. Cynthia said we could talk about that in November with any ideas for the budget year.

10. 2026 Valley Budget Maintenance Memo: Cynthia went through the draft budget and focused on property taxes (fixed assessed values), specific ownership taxes (estimate based on public spending), interest earned (from bank interest projections), enterprise service fee (proposed increase for 2026), and tap fees which are not being budgeted since the Flying Saucer project hasn't been approved for redevelopment. Tap fees aren't budgeted as revenue until a project has been approved. The IGA cost-sharing that Columbine Water & Sanitation contributes to Valley Sanitation is a fixed payment. Cynthia then explained the operating expenses. The Budget Resolutions will be provided in November.

11. Ten year Financial Plan (2026-2035): Vanessa projects the 10 year revenue and expenses. Cynthia drew attention to total revenue, operating expenses and long term capital expenses. Over the last few years there has been a conversation for the project needs in 2028-2032 at approximately \$3M in sewer lining projects. Englewood has worked into their budget 4.5% rate increase every year for the Englewood service fee of which Valley Sanitation has benefited from these increases by \$12,000. In 2026 Platte Canyon is recommending a service fee increase from the current multiplier of 30% to 35%. This increase would cost each household approximately \$15.81 a year. The increases over time would allow Valley Sanitation to fully fund the projected capital projects and rehabilitation at \$3M and have \$600,000 in reserves.

There are smaller projects also included as rehabilitation projects tied to the age of every asset. Vanessa creates a projected schedule for Valley Sanitation based on the age of the asset. Residents would be notified of the fee increase on public notifications.

12. Sheridan #1 – Tim Flynn sent an email on the agreement. Cynthia just got the email and hasn't been able to process the information. She will share the information in November.

13. Valley Sanitation Board Portal: The new portal is loaded with historical information. Bridget Butterfield provided instructions to the board for using the portal.

There was no further business, and the meeting was adjourned at 5:00 PM. The next meeting will be Wednesday, November 19, 2025, at 4:00 pm, at Platte Canyon Water and Sanitation, 8739 Coal Mine Ave, Littleton, CO.

Submitted by: Patricia B. Harris
District Manager
October 20, 2025