

PAGOSA AREA WATER AND SANITATION DISTRICT )  
 )  
ARCHULETA COUNTY ) S.S.  
 )  
STATE OF COLORADO )

NOTICE OF REGULAR MEETING

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Directors of the Pagosa Area Water and Sanitation District (PAWSD) has been scheduled for Thursday April 10, 2025 at 5:00 p.m. The Regular Meeting will be held at 100 Lyn Avenue, Pagosa Springs, Colorado.

Proposed Agenda is as follows:

1. Call to Order
2. Roll Call
3. Consideration of Agenda
4. Approval of Minutes – 2/13/25 Regular Meeting, 3/3/25 Special Meeting, and 3/13/25 Regular Meeting
5. Public Comment
6. Consideration of an executive session to discuss the potential sale of Running Iron Ranch, the Agreement to Restructure Colorado Water Conservation Board Dry Gulch Reservoir Loan Contract Number C150261 between the District, the San Juan Water Conservancy District, and the Colorado Water Conservation Board, and pending litigation (Case No. 24CV30069) related thereto (together, the "Subject Matter"), pursuant to C.R.S. Section 24-6-402(4)(a) concerning the purchase acquisition, lease, transfer, or sale of any real, personal, or other property interest, C.R.S. Section 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District's general counsel on the Subject Matter, and C.R.S. Section 24-6-402 (4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators with respect to the Subject Matter.
7. Discussion Regarding PFPD Fire Flow Requirements
8. Consideration of Thank You Letter - DOLA EIAF Program
9. Discussion Regarding Update by LIHTC Projects Monthly Billing Subcommittee
10. Manager's Talking Points
11. Any other Business Brought before the Board will be Duly Considered

PAGOSA AREA WATER AND SANITATION DISTRICT

By /s/ Justin Ramsey

For the Board of Directors



**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**February 13, 2025 REGULAR MEETING**

**Call to Order (0:00:10)**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Jim Smith at 5:01 p.m.

**Attendance (0:00:15)**

The following Directors were present: Jim Smith, Glenn Walsh (virtual), Bill Hudson, Gene Tautges, and Alex Boehmer.

In attendance from staff: Justin Ramsey, Aaron Burns, and Renee Lewis (virtual).

Also present: Rod Proffitt (virtual), Paul Hansen, Carl Young (virtual), Kendall Burgemeister (virtual), Leah Ballard (virtual), and Candace Jones.

**Consideration of Agenda (0:00:25)**

A motion was made by Director Hudson and seconded by Director Tautges to approve the agenda as presented. The motion passed unanimously.

**Approval of Minutes – 12/12/24 Special Meeting and 12/12/24 Regular Meeting (0:00:40)**

A motion was made by Director Hudson and seconded by Director Boehmer to approve the minutes as presented. The motion passed unanimously.

**Public Comment (0:00:59)**

Leah Ballard and Paul Hansen provided comments regarding properties intended for affordable housing programs and Availability of Service fees.

**Consideration of an executive session pursuant to CRS 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District's legal counsel and CRS 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, both with respect to 24CV30069, the San Juan Water Conservancy District, and the Dry Gulch Project. (0:09:47)**

A motion was made by Chairman Smith and seconded by Director Hudson to enter into Executive Session for the purposes cited above. The motion passed unanimously. The Board entered into Executive Session at 5:11 p.m.

The Board exited Executive Session at 6:08 p.m. during which no decisions were made.

**Consideration of Zoom Protocol (0:10:54)**

Chairman Smith presented Consideration of Zoom Protocol apologizing for the outbursts and frustrations during the 1-30-25 meeting. He requested the Board adhere to Robert's Rules of Order moving forward and requested the Board agree to a time limit for each Board Member to speak on any agenda item. A motion was made by Director Boehmer and seconded by Director Hudson to limit Board Member speaking time to two rounds of 5 minutes each on any one agenda item. The motion passed unanimously.

**Consideration of Petition for Water Inclusion – United States Forest Service (0:16:30)**

Justin Ramsey presented Consideration of Petition for Water Inclusion – United States Forest Service stating the property was mistakenly provided service without a formal inclusion. A motion was made by Director Hudson and seconded by Director Tautges to approve the petition for inclusion contingent on receiving the necessary easements for the PAWSD infrastructure already in place and waiving the Equity Buy-in Fee. The motion passed unanimously.

**Consideration of 2025 Connection Charges and Adjustments to Other Non-Rate Revenue (0:29:55)**

Aaron Burns presented Consideration of 2025 Connection Charges and Adjustments to Other Non-Rate Revenue providing an overview of the proposed changes. A motion was made by Director Tautges and seconded by Director Hudson to approve the 2025 Connection Charges and Adjustments to Other Non-Rate Revenue as presented. The motion passed unanimously.

**Consideration of Water Availability Presentation – District Engineer/Manager (0:37:15)**

Justin Ramsey provided an overview of Consideration of Water Availability Presentation. Directors Hudson and Tautges of the Running Iron Ranch Public Relations Subcommittee stated they also developed a presentation that was provided to the full Board. The Board directed the Running Iron Ranch Public Relations Subcommittee and Mr. Ramsey to work together on all future presentations regarding water availability.

**Discussion Regarding Vista WWTP Campus Expansion (0:44:30)**

Justin Ramsey provided an update regarding Vista WWTP Campus Expansion and the possibility of utilizing the existing Pagosa Springs Sanitation General Improvement District transmission pipeline for a wastewater treatment plant in the downtown area to address CDPHE's Regulation 31 requirements. Mr. Ramsey explained that approach may be cost prohibitive.

**Discussion of Availability Fees, with Regard to Housing Organizations Habitat and CDC (0:56:34)**

Director Hudson presented Availability Fees, with Regard to Housing Organizations Habitat and CDC stating he no longer thought this item needed to be discussed as Leah Ballard, Habitat for Humanity of Archuleta County, presented earlier in the meeting that her organization and CDC were seeking grant funding to cover these costs.

**Discussion of Wastewater Waivers, with Regard to Private Homebuilders Who Meet Income Guidelines (0:58:45)**

Director Hudson presented Wastewater Waivers, with Regard to Private Homebuilders Who Meet Income Guidelines stating that he would respond to the private homebuilder recommending they contact Habitat for Humanity of Archuleta County and/or CDC.

**Discussion of Next Steps in Public Outreach Campaign (1:06:25)**

Directors Hudson and Tautges provided an update regarding their work on the public outreach campaign.

**Discussion of Running Iron Ranch Subcommittee (1:07:25)**

Directors Hudson and Walsh provided an update on their work regarding Running Iron Ranch.

**Discussion on Adding a Ballot Question Approving Affordable Housing Surcharge of \$0.00, \$3.00, or \$6.00 (1:24:34)**

Chairman Smith presented Adding a Ballot Question Approving Affordable Housing Surcharge of \$0.00, \$3.00, or \$6.00 stating he wanted to know what the Board Members thought of surveying the PAWSD customers regarding affordable housing policies.

**Manager's Talking Points (1:33:31)**

Justin Ramsey provided updates on water loss, water loss flyover, freezing infrastructure, Snowball Water Treatment Plant construction, and requested that any Board contact with staff go through him first to minimize mistakes. Renee Lewis provided updates on the DOLA EIAF grant application hearing confirming Director Tautges' attendance and the election.

**Other Business (1:48:40)**

Chairman Smith provided a statement regarding Director Walsh's 1/30/25 Regular Meeting comments on the 2023 Rate Study and other financial matters.

There being no other business to come before the Board, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Bill Hudson  
Secretary

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**MARCH 3, 2025 SPECIAL MEETING**

**Call to Order (0:00:12)**

The Special Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Jim Smith at 5:01 p.m.

**Attendance (0:00:26)**

The following Directors were present: Jim Smith, Glenn Walsh, Bill Hudson, and Gene Tautges. A motion was made by Director Hudson and seconded by Director Walsh to excuse Director Boehmer's absence. The motion passed unanimously.

In attendance from staff: Justin Ramsey, Renee Lewis (virtual), and Aaron Burns.

Also present: Alysia Padilla (virtual) and Carl Young (virtual).

**Consideration of Proposal to Provide Designated Election Official Services – Public Alliance LLC (0:00:34)**

Renee Lewis and Alysia Padilla presented Proposal to Provide Designated Election Official Services from Public Alliance LLC. A motion was made by Director Tautges and seconded by Director Hudson to approve the proposal as presented. The motion passed unanimously.

**Consideration of Resolution 2025 – 03 – Amended Resolution Calling for the 2025 Regular District Election and Appointing a Designated Election Official (0:16:45)**

Renee Lewis presented Resolution 2025 – 03 – Amended Resolution Calling for the 2025 Regular District Election and Appointing a Designated Election Official stating this is required to appoint Public Alliance LLC as the Designated Election Official. A motion was made by Director Walsh and seconded by Director Tautges to adopt Resolution 2025 – 03 – Amended Resolution Calling for the 2025 Regular District Election and Appointing a Designated Election Official. The motion passed unanimously.

There being no other business to come before the Board, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Bill Hudson  
Secretary

**RECORD OF PROCEEDINGS**  
**PAGOSA AREA WATER AND SANITATION DISTRICT**  
**MARCH 13, 2025 REGULAR MEETING**

**Call to Order (0:00:25)**

The Regular Board Meeting for the Pagosa Area Water and Sanitation District (PAWSD) was called to order by Chairman Jim Smith at 5:00 p.m.

**Attendance (not on recording)**

The following Directors were present: Jim Smith, Glenn Walsh, Bill Hudson, Gene Tautges, and Alex Boehmer.

In attendance from staff: Justin Ramsey, Aaron Burns, and Renee Lewis (virtual).

Also present: Candace Jones, Carl Young, Chris Applequist, and Marcus Lock (virtual).

**Consideration of Agenda (not on recording)**

The Board approved the agenda as presented.

**Approval of Minutes – 12/20/24 Special Meeting, 1/13/25 Special Meeting, and 1/30/25 Regular Meeting (0:00:30)**

A motion was made by Director Hudson and seconded by Director Tautges to approve the minutes as presented. The motion passed unanimously.

**Public Comment (0:02:50)**

Candace Jones provided comments regarding PAWSD and SJWCD Running Iron Ranch Subcommittees meeting to discuss management of the ranch, and the SJWCD invitation to schedule a joint work session.

**Consideration of an executive session pursuant to CRS 24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions from the District's legal counsel and CRS 24-6-402(4)(e)(I) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators, both with respect to 24CV30069, the San Juan Water Conservancy District, and the current status of leases on and uses of the Running Iron Ranch (0:04:49).**

A motion was made by Director Hudson and seconded by Director Boehmer to enter into Executive Session for the purposes cited above. The motion passed unanimously. The Board entered into Executive Session at 5:06 p.m.

The Board exited Executive Session at 6:05 p.m. during which the District's attorneys were instructed, but no decisions were made.

**Consideration of Request for Modified Monthly Water Service Fee for Timberline Project - Generation Housing Partners, LLC (0:11:06)**

Chris Applequist presented the request on behalf of Generation Housing Partners, LLC. A motion was made by Director Hudson and seconded by Director Walsh to appoint a LIHTC Projects Monthly Billing Subcommittee consisting of Directors Hudson and Boehmer. The motion passed unanimously.

**Consideration of Request to Waive Availability of Service Fee for Unconsolidated Lot – 815 Hersch Ave (0:35:11)**

Justin Ramsey presented the request from Tamara Searle regarding the Availability of Service Fee owed on 815 Hersch Ave. Ms. Searle did not attend the meeting. A motion was by Director Walsh and seconded by Director Boehmer to deny the request for waiver of Availability of Service Fee for 815 Hersch Ave. The motion passed 3 – 1 with Chairman Smith abstaining.

**Consideration of Running Iron Ranch Subcommittee Update (0:41:53)**

Directors Hudson and Walsh provided an update on their work regarding Running Iron Ranch and the need to assess the condition of the ranch in the coming weeks. Justin Ramsey provided the subcommittee with a bid to remove the smaller house from the ranch.

**Discussion Regarding Memorandum of Understanding with Archuleta County Office of Emergency Management for Firefighting Purposes (0:49:38)**

Justin Ramsey provided an overview of the discussions he recently had with Archuleta County Office of Emergency Management regarding hydrant maintenance and other firefighting matters.

**Discussion Regarding PAWSD Current Drought Management Plan (0:56:51)**

Justin Ramsey provided an overview of the current Drought Management Plan.

**Manager's Talking Points (1:17:07)**

Justin Ramsey provided updates on water loss, water loss detection flyover, freezing infrastructure, Snowball Water Treatment Plant construction, Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project constructions, CDOT project costs, and potential projects to address water loss. Renee Lewis provided an overview of the funding process for Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project and grant progress.

**Other Business (1:42:50)**

Renee Lewis provided an update on an upcoming DOLA hearing possibly in Pagosa Springs. Director Tautges stated that he would be open to a joint meeting of the PAWSD and SJWCD Boards to allow for Zipper Valley Ranch, LLC to present its proposal to both Boards.

There being no other business to come before the Board, the meeting was adjourned at 7:46 p.m.

Respectfully submitted,

103 Bill Hudson  
104 Secretary  
105

DRAFT



## Board Agenda Summary Sheet

	To	Action	Signature, Date		To	Action	Signature, Date
1	Justin Ramsey	Review		6			
2	Board	Approve		7			
3				8			
4				9			
5				10			

**Name of Action Official:**

Renee Lewis

**Phone:**

**Board Meeting Date:**

April 10, 2025

**Priority**

☐ High

☒ Medium

☐ Low

**Subject:** DOLA EIAF Grant Award Thank You Letter

The District has been awarded a \$1 million grant through the DOLA EIAF program for the construction of the Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project. Please find attached a draft thank you letter to DOLA for Board's consideration.

Jim Smith, President/Chairman  
Glenn Walsh, Vice President  
Bill Hudson, Secretary



Alex Boehmer, Treasurer  
Gene Tautges, Director

**VIA US MAIL**

April 10, 2025

Department of Local Affairs  
Attn: Maria De Cambra, Executive Director  
1313 Sherman Street Suite #518  
Denver, CO 80203

**RE: Pagosa Area Water & Sanitation District – Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project**

Dear Ms. De Cambra,

I am writing you today on behalf of the Pagosa Area Water & Sanitation District (PAWSD) Board of Directors and staff to express our deepest gratitude for your organization's support of the Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project. DOLA's contributions have been invaluable as it allowed this very important project to continue to move forward during these challenging times.

As you know, this project is extremely vital to our community as it will:

- Allow the District to meet current compliance standards set by CDPHE's Regulation 85 for nutrient removal;
- Address increased demands on the wastewater treatment facility to support a growing economy; and
- Replace aging infrastructure that has surpassed its design life.

Again, our Board of Directors, staff, and community thank you for your commitment to the Vista Wastewater Treatment Plant Nutrient Removal Upgrades Project. Securing and safeguarding this vital resource, as well as the added resiliency to climate impacts, will be a treasured accomplishment for many generations to come. We greatly appreciate your partnership in this effort.

Very truly yours,

Jim Smith  
PAWSD Board of Directors President