

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)
16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055
Minutes of the Board of Directors Special Meeting
July 8th, 2026

PUBLIC HEARING FOR WWTP HEADWORKS IMPROVEMENT

- **Call to Order:**

Steven Davis called the meeting to order at 1:00 pm

- **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Steven Davis.

- **ROLL CALL:**

Steven Davis- Present

Chris Smith – Present

Carolyn Rominger – Present

Dona Taylor – Present

Hollis “Buzz” Ginn -Present

Staff present: Terry Sykes, Julia Shrout, and Christina McCleary

Visitors present: Alice Arsenault and Ethan Grimes of Element Engineering via Zoom, Marshall Moore of 144 Aspen Road, Cuchara, Perry Pelton of 61 Aspen Ave, Cuchara.

- **State Revolving Fund (SRF) Proposed Project Presentation:**

Alice Arsenault, the process engineering manager for Element Engineering, introduced herself. Ethan Grimes, design engineer with Element Engineering, was also attending via Zoom. Alice explained the reason for the meeting was to satisfy the requirements of the State Revolving Fund to apply for a loan concerning the proposed Headworks Improvement Project. The project will occur at the existing wastewater treatment plant. There are two components involved in the project. One is the screen, and one is the grit removal. Alice explained that both pieces of equipment were installed in 1993 and are now past their service life. An in-kind replacement is what is being proposed. The existing equipment will be replaced with newer, better equipment. A summary of the proposed project is three items. The first is the replacement of the automatically rigged mechanical screen. The second is the replacement of the grit system. The third piece is to replace the electrical panels and controls that are associated with those two pieces of equipment. The project is being completed as a Design, Bid, Build (hard bid) project, which is a classic delivery method. Once the design phase is 100% complete, the project will be publicly bid, and a contractor will be chosen. The Project Needs Assessment (PNA) report was prepared to allow for the SRF funding to be applied for. This document analyzes all of the alternatives for improvements and selects a proposed project. For your project is straightforward because it is an in-kind replacement. The PNA also serves as an application for the Design & Engineering grant, which covers the cost of all design expenses. That amount is \$45,000, which has been awarded and is in the process of being executed. The funding of the design will be fully covered under the Design & Engineering grant. The construction costs will be funded through a combination of grant funding through the Department of Local Affairs (DOLA) and a low-interest loan through the State Revolving Fund. A DOLA grant has already been awarded to the District for \$150,000. Element Engineering is currently working on a loan application to SRF, which has a deadline of August 5, 2026. Everything is on track to meet that deadline. The full amount of the funding for the project will be submitted. Once the application is processed, they will let the District know if they can offer that amount of money as a loan or if there is a piece they can offer as a grant portion. The grant funding is coming from the Bipartisan Infrastructure Law (BIL). The numbers shown assume no additional grant funding will be awarded. The following costs are cost estimates: Design & Engineering \$45,000; Construction Costs \$992,575; Contingency \$99,258; Legal Services \$10,000; and Construction Management \$18,000, for a total of \$1,119,833. The Funding awarded: CDPHE D & E Grant \$45,000; DOLA EIAF Grant \$150,000. That leaves \$969,000, which will be the

application amount for the SRF loan. They can offer the loan for as low as a 2.5% interest rate. The calculated annual loan payment is projected to be \$62,000. The breakdown of a cost per monthly user based on 673 existing services is \$7.70.

Steven Davis pointed out that the District raised rates January 1, 2025. At this time, the District doesn't plan on raising rates again for this project. There is a dedicated sewer tap fee fund that can only be used for infrastructure. If the District doesn't receive the full funding amount, the project may have to be broken up into separate projects. The screen is the emergency part of the project and will be done if the project has to be broken up. The District can then apply for more DOLA funds to do the grit removal system.

- **Headworks Improvement Project Public Hearing:** An opportunity for members of the public to provide comments and feedback regarding the proposed Headworks Improvement Project. No Board action will be taken at this meeting. Public comments will be considered by the Board during future discussions and consideration of the proposed project. Time Limit: Five (5) minutes per speaker.

Perry Pelton: Is there any doubt about getting the loan? Steven responded that there wasn't really a doubt about getting a loan; it's the amount of the loan we would receive.

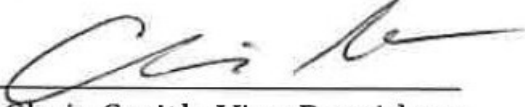
Marshall Moore: You mentioned breaking it into parts. What is the breakdown of that? Steven responded that the screen is about 40% of the project. The grit removal screen is more expensive.

Carolyn Rominger, Treasurer of the Board: Is there a match requirement for the DOLA grant? Alice responded with yes. It is 50/50. The 50% match for the District can be part of the SRF Loan amount.

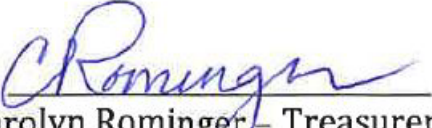
- **Adjournment:**

Buzz Ginn made a motion to adjourn today's Special Board Meeting. Chris Smith seconded the motion. All in favor. Motion carried, 5/0. The meeting was adjourned at 1:20 pm.


Steven Davis – President


Chris Smith-Vice President


Hollis (Buzz) Ginn – Director at Large


Carolyn Rominger – Treasurer


Dona Taylor – Secretary