

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
January 15, 2026

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's Holbein Water Treatment Facility, 15850 Holbein Drive, El Paso County, Colorado on January 15, 2026, at 1:30 P.M.

Director's Present: Wayne Vanderschuere
Bill George
Kevin Deardorff
Scott McCulloch
Kenneth Judd

Staff Present: Christina Hawker
Ashley Uhrin
Jarred Durham
Ronny Wright

Consultants' Present: Roger Sams (GMS)
Brett Gracely (Plummer)

Guests: Jackie Burhans (OCN)
James Howald (OCN)

President Vanderschuere called the meeting to order at 1:30 P.M.

Approval of Agenda:

- No changes to the agenda.

Public Comment Non-Agenda Items:

- Burhans stated that the Donala public board meetings are held in a space that is not currently ADA compliant due to the stairs and lack of alternative to reach the second floor. Vanderschuere and Wright both stated that they would address the issue, including possibly making repairs to the stair lift chair that is currently in place.

Review of Minutes:

- Minutes from December 11, 2025, Regular Board Meeting accepted.
 - Judd motioned to approve, Deardorff seconds, all aye.

Review of Financial Statements and Check Summaries:

- Hawker presented the financials for year end 2025

- Hawker stated that we ended about 12% short of anticipated revenue due to shortage of water sales. However, we did have 39% left in our projected annual expenditures as a result of not utilizing our CSU connection. This means we will still be able to put some money in savings for future needs.
- Total wastewater plant budget was over by 3%, but Donala's portion was within budget. The overage has been communicated to the other two partner entities without any negative feedback.
- Hawker pointed out the expense to Advanced Tanks for the roof structure replacement. No other notable expenses for water or wastewater plants.
- Vanderschuere stated he wants to make sure we keep an eye on the 2026 budget to ensure we are not over spending.
- Judd asked if we are expecting water sales to continue as they are. Hawker stated that she took an average of the last 3 years' worth of water sales in order to try and budget accurately for usage revenue.
 - Geroge motioned to approve, Deardorff seconds, all aye.

Action Items

- Annual Administrative Notices Required by State
- Hawker stated that these resolutions go over all of the statutes that special districts are to follow annually, including preparing a budget, receiving an audit and board meeting time and locations.
 - Annual Resolution 2026-1
 - George motioned to approve, Deardorff seconds, all aye
 - 2026 Board Meeting Schedule
 - George motioned to approve, Deardorff seconds, all aye.
- Public Hearing
 - Vanderschuere called a public hearing at 1:41pm to discuss Rates Resolution 2026-2 to amend the prior rates resolution. Hawker clarified that this is being done in January as there was a typo on the rates resolution regarding the water investment fee being listed as a flat rate rather than per SFE that needs to be corrected immediately to avoid losing revenue. Hawker went on to say that Uhrin would provide an overview of all the changes on the new rates resolution.
 - Uhrin provided an update regarding changes listed in bold on the new rates resolution. She stated that all rates are effective immediately with the exception of water and wastewater rates that will go into effect on March 1st.
 - Uhrin pointed out that a \$3 daily fee will be added to the water investment fee in an effort to encourage builders to complete the required inspections.
 - Uhrin stated that the section for bulk water rates has been more defined to reflect two different pricing tiers depending on what project the water is being used for.
 - Uhrin stated what the new water and wastewater minimums will be changing to with the 5% increase approved by the Board.
 - Uhrin also discussed the changes to various administrative fees including the addition of a hydrant meter section that will allow the rental of hydrant meters at staff discretion and provides the pricing and conditions for use.
 - Vanderschuere asked how we can confirm if bulk water is being used outside of District, even if they are authorized to use our station. Uhrin stated that there really is no way to keep track of that or enforce it, however she did state that office staff is working to create a new water sales agreement that will provide more detail about

- the project and will give staff a better idea of when water usage should be stopped in order to try and prevent contractors from using our fill station for other projects.
- Hawker presented a quick reference rate sheet document that office staff created that customers can utilize to better understand their bill instead of having to look at the entire rates resolution. This will be posted on the website once the final draft is complete.
 - Vanderschuere asked if customers will see these water and wastewater rate changes on their February bill. Uhrin clarified that these changes don't take affect until March 1st, so the bill customers receive in early April will be reflective of the new rates.
 - Vanderschuere asked for public comment about Rates Resolution 2026-2, no comments made.
 - Geroge motioned to approve, Deardorff seconds, all aye.
 - Public hearing closed by Vanderschuere at 1:47pm.
 - Discussion and Possible Action – The General Manager position and hiring plan
 - Vanderschuere stated that last time a General Manager was hired, a two-person team comprised of board members was appointed to review resumes and narrow down candidates with the interviews being conducted by the entire board. Vanderschuere stated that some customers have offered to assist in the process and we have support from our legal team as well. Vanderschuere asked if there should also be employee involvement and participation in the hiring process.
 - Judd stated that he doesn't believe customer involvement is necessary, Vanderschuere said the customer who offered was very nice and he just wanted to bring it to the table.
 - No further comments were made, George stated we should move forward with the process. Deardorff and Judd volunteered to be members of the two-person team to review candidates. Vanderschuere stated that Hawker should post the position once ready.
 - Vanderschuere asked if the board would like to schedule a briefing with legal counsel to discuss things to think about and be aware of as we move forward in the hiring process. Vanderschuere feels it would be beneficial. Judd stated that it can't hurt. McCullogh asked if the briefing should take place prior to the job being posted so that we know how to describe the job duties and the employment arrangement. Vanderschuere and Deardorff stated it's not necessary as the first step is to compare resumes to the job description and employment arrangements will be discussed at a later time in the interview process.
 - No resolution needed at this time, just direction from the Board to move forward.
 - Judd stated that he would strongly favor at will employment as contracts tie us down.
 - Board directed Hawker to post the position as soon as possible.
 - Vanderschuere also asked Judd and Deardorff to begin considering if they want any employee involvement during the interview process.

Comparative Cost Analysis of the Northern Monument Creek Interceptor (NMCI) and Single-District Treatment Plant Operations

- Vanderschuere stated that a month or so ago we received an invitation from CSU about joining the NMCI. Staff felt it was necessary to give everything one more look to determine if it would be more beneficial for Donala to join the NMCI or not, therefore Sams has put together an analysis that will be presented during executive session. He stated there are potential legal ramifications that legal counsel will be present to discuss in executive session as well.

General Manager Report by Christina Hawker:

- Hawker stated that Loop design packages are expected to be completed by the end of February. Packages will then be given to Tall Grass to see if the P3 option works best for the Loop. The Executive Director position for the Loop has been posted as of today.
- The Loop is going to be holding another special meeting (similar to the one in 2025) for participating entities' board members that provides an update on the project. This meeting will be held on February 18th, 2026. All board members are welcome to attend. Vanderschuere would like to post that a public special meeting will be held on February 18th. Board members are to let Hawker know by beginning of next week if they would like to attend. Location to be determined based on number of RSVPs.
- Hawker provided an update on Willow Creek Ranch. She stated that she spoke with Parks and Wildlife again and they provided a summary of the interviews conducted with those accused of hunting on our property. After speaking with them, Hawker feels that we should continue to proceed with filing trespassing charges and directed Parks and Wildlife to proceed as such. Two of the waivers that were sent to neighbors of the ranch have been signed and received. Board will need to sign the waivers as well and then documentation will be provided to legal counsel for record purposes.
 - Vanderschuere asked if an action item was necessary to sign the waivers. Hawker indicated no since the waivers were already approved in a previous board meeting.
- Hawker provided an update on the ARPA grant after hearing back from the County. The County is okay with the 7D re-drill being included as a part of the radium grant pending we provide all requested documentation. Hawker is working to submit all of that documentation and she will keep the board updated.
 - Howald asked what the estimated savings be for the grant reimbursement. Hawker stated it is around \$475,000.
- Hawker signed engagement letter with Hoelting Company for the annual audit. Audit will take place the second week of March and results will be presented by Hoelting at the June board meeting.
- Hawker also brought up fire mitigation at the ranch that we annually budget for. She was contacted by an organization called Healthy Watersheds that provides grants for fire mitigation and oversees the projects. Hawker authorized them to visit the ranch and review the scope of work that would be needed. Healthy Watersheds have requested to attend the February board meeting and present the information to the Board regarding the project, estimated cost and the importance of the efforts. Hawker doesn't believe we would have to pay anything until 2027 through this program.
 - Vanderschuere asked for clarification on who this organization is, which Hawker provided. The board agreed that they have not heard of them and they don't seem to be connected to any of the organizations we are already involved with. George stated that there is a Healthy Watersheds program through the EPA. The Board is open to hearing what they have to say and said they would welcome a presentation.

Water Report by Ronny Wright:

- Wright provided an update on the west Baptist tank, stating that after completing a few minor things and completing all necessary disinfection and inspections, the rehabilitation of the tank is officially complete. Tank was returned to service on 12/23/26.
- Staff is continuing to do repair work in PRV vaults. Three vaults have already been completed. Valve insertions will be happening at two vaults in the next couple of weeks as they cannot currently be isolated. No service interruptions to customers is expected.

- Wright provided updates on some other minor repairs completed throughout the District including a blow off valve on Hiltonhead Court, a step-up transformer off Baptist road that failed and a check valve failure at Northgate.
- Tear down and cleaning of Holbein plant has begun. Expected to continue for a couple of weeks.
- Met with Plummer regarding some rehab work at R Hull.
- Working with Mountain View Electric to complete access to transformers on the property. Wright is hoping to have more details at the February board meeting.
- Wright stated that 11D well site is having a downgrading of service completed so that the well can be used as a monitoring well.
- Subaru at Northgate project submitted some plan modifications required to meet Donala specifications.
- Vanderschuere asked what is being built by the new church and Big R? Sams said that the church is re-subdividing the lot, but no taps have been requested or paid yet so we don't officially know.

Wastewater Report by Jarred Durham:

- BOD removal was 99% and TSS was 99.5%, which is well above the required minimum of 85%.
- E-Coli was 2.0 MPN with a maximum of 82.
- TIN was 5.49mg/L and 4.63 mg/L. Both are within limits.
- Organic loading was at 57.1%.
- Total effluent was 1.156 million gallons.
- Thomas Waite retired on December 31, 2025. Selvage has stepped up to take over the maintenance at the plant. Vialpando is helping out when possible.
- 12" valve for reuse project is here, however we are waiting on the backhoe to install it.
- Durham reported a blower failure that occurred over the holidays, but it has been replaced and is back online. Further inspections will be completed as needed. Vanderschuere recommended that staff look into the cost of replacing the blower versus repairing it since normally they have a long shelf life. Durham said he would do that. Staff is currently working to mitigate similar issues in the future.
- Vanderschuere asked if the manganese issue has been resolved. Durham said that they do have a better understanding of what was happening and how to accurately average the numbers. Staff is looking into doing it in-house but want to ensure that the standardization they are using is the same as the state and that maximums and averages are being defined the same by both entities. Durham said they are putting a process in place to start testing for manganese if they begin to see elevated levels. He feels that the more averages they can calculate throughout the month can help them detect issues early.

Consultants' Comments:

- Gracely confirmed that Healthy Watersheds is a legitimate organization who is connected through the EPA.
- Gracely provided an update on water rights, stating that we got a stipulation signed in the Security case and that Southeast was set to consider a stipulation in the case in their board meeting which is also taking place today. They are expecting the stipulation to be approved by the board. Poznanovic plans to speak with Southeast's legal counsel to discuss how the two entities can work more efficiently in the future when similar applications are submitted.

- Gracely continues to work with Poznanovic, Briggs and Hawker to finalize the water rights exchange analysis. Vanderschuere stated it would be best to have that available as soon as possible, but no later than the April board meeting. Gracely deferred to Briggs and Hawker for the timeline.
- Gracely stated that we do have grant funds available regarding ASR and he is working with Wright on the R Hull plant rehabilitation.
- Gracely stated that he continues to support Hawker with The Loop Water Authority.

Directors Comments:

- Vanderschuere will be attending Water Congress at the end of January.

Public Comment:

- None

President Vanderschuere calls to move into executive session at 2:29 pm after a brief 10-minute break.

- Judd motioned to move into executive session, George seconds, all aye.

Board moves into the executive at 2:39 pm with legal counsel present.

- Executive Session: Conference with general counsel for the District for the purpose of receiving legal advice on the Intergovernmental Agreement for the Upper Monument Creek Regional Wastewater Treatment Facility pursuant to §24-6-402(4)(b)
 - No action items were taken during executive session.

President Vanderschuere adjourned the meeting at 4:22 pm.

These minutes are respectfully submitted for record by Ashley Uhrin on February 13, 2026.