



District Manager Board meeting report
Board Meeting Date - April 16, 2026
Prepared by - James Baldwin

1. District Manager Transition

- a. Transfer of District management duties from Mike Bourne to myself has been completed.
- b. Much of the historical District information has been reviewed but need to try and get more maintenance history if possible. I will be meeting with the Operator soon to see if I can find more records.
- c. Detailed maps of the system have been reviewed, and a large part of the system components have been verified in the field and catalogued with detailed pictures taken and condition notated.

2. Projects

- a. The valve exercise capital improvement project began on Monday 4/13. A-Quality Excavating mobilised a truck, trailer and two operators to proceed in inspecting and operating valves, hydrants, and other components of the distribution system. During the contractor's time on this project they will also be assisting the operator in excavating a minor leak at the 2" flush point at the end of Choctaw Ridge in the Starlight Pines system.
- b. A-Quality Excavating will also be starting road repairs today (4/16) in two areas - one at the intersection of Starlight Pines and Arapaho, and one on Roundup Lane. They will be prepping the sites for a slurried road base that will be poured tomorrow (4/17). They plan to lay asphalt next week sometime depending on when the next batch is ready. The contractor will keep trenches covered with metal plates during the progression of the job. Emergency Encroachment permits have been issued and traffic control plans were submitted along with materials specs to the county to be able to proceed. A roadwork moratorium in these areas was waived for us to be able to complete the work.

3. Operations

- a. 3 new meters have been installed this month.
- b. This month there were 837 billable meters read with close to 1.2 million gallons captured, and 4 well production meters read at almost 1.4 million gallons pumped. This leaves us at about 200,000 gallons

of unaccounted-for water, close to 15% water loss. If we estimate water loss due to known leaks, this number drops marginally.

- c. Meter reads found 7 leak alarms this month, one home of which had over 400k gallons run through the meter. We shut this one off along with a few other homes that had no one home at the time. Unfortunately these alarms were identified late in the day on a Friday afternoon (4/3) with no way to contact the customers at the time, so we had to send the details to AUBS to contact the customers at the next opportunity. This led to an issue where a customer with a leak alarm was shut off on 4/3 and notified after by voicemail. On 4/8 AUBS got a call from the customer who had come to town to investigate the leak and was trying to get in contact with someone from the District to meet at the house and turn the water on. AUBS called Jim Bossert with an unrecognized secondary number and did not leave a message. They did not have a number to reach me at, AUBS contacted Mike Bourne to meet the customer and assist. To avoid this issue in the future, we obtained and saved the secondary AUBS number and requested that they leave a voicemail in emergencies. I'm also working with AUBS to get the customer phone numbers added to the read list for the technician to be able to investigate and contact the customer during the route if any issues or alarms show up in the future. This will avoid a delay in communication if we need to act on the customers behalf, and reduce the number of costly trips to send the tech back out to operate valves.
- d. 1 minor leak on Choctaw Ridge is known about - we postponed excavation and repair to wait for A-Quality Excavating to mobilise on the valve exercise project.
- e. This past month I have been working on several ideas for real time monitoring systems to be able to track and record tank levels, pump efficiencies, energy usage, and more. I plan to have these items on the agenda for the next infrastructure committee meeting.
- f. I also plan to have a full maintenance schedule in place by the next meeting in May, once I get through all of the available maintenance records.

4. Budget Committee Meeting

- a. Attended the initial budget committee meeting put together by Board Treasurer Mike Bourne, where we voted in a Committee Chairwoman and Secretary and discussed past, present, and future budgetary items with a recommendation to the Board.

Run Date: 04/14/26
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Usage Report

ROUTE01, ROUTE02, ROUTE03, ROUTE05

Billable Meter Count:	837	1180487	Total Metered Usage (Gal)
Starlight Pines MASTER METER 2297 Starlight Dr	809720	1317790	508070
Starlight Pines RANCHETTES W 4664 Morning View	26820	26820	0
PINE CANYON MASTER WELL METER 3964 Timberline	359180	979520	620340
Tamarron Pines MASTER WELL 2930 Durango	285910	542010	256100
Production Meter Count:	4	1384510	Total Production (Gal)
Total Meter Count:	841	204023	Unaccounted -for Water (Gal)
		14.74%	% Water Loss