

CUCHARAS SANITATION AND WATER DISTRICT (CSWD)

16925 STATE HIGHWAY 12
CUCHARA, COLORADO 81055

Budget Amendment Hearing Minutes of the Board of Directors – C.R.S.29-1-106

December 27th, 2024

1. **CALL TO ORDER:**

Larry Dasenbrock opened the meeting at 9:03 am

2. **ROLL CALL:**

LARRY DASENBROCK: Present

JIM ALT – Present via Telecom

STEVEN DAVIS-Present

RON BARBEE- Present via Telecom

CHRIS SMITH-Present

Staff present: Terry Sykes, Julia Shrout & Kristan Lowe

Visitors present: Marilyn McDonald of 45 Elm Ridge Rd.

3. **2024 Budget Hearing Amendment Discussion: There is no comment from the public**

Budget Hearing: An opportunity for presentation by the public to provide information to the Board of Directors on any Budget item.

Jim Alt explained the purpose of the Budget Amendment Hearing meeting is to gather input from the public. No comment was made by the visitor present. Jim took this time to provide a brief update for staff and board members. The projected annual expenditures had a variance on items such as salary and retirement. The 2024 audit expense was almost double what the district projected and Jim mentioned some equipment failures. The operations expenses exceeded the yearly budgeted amount and a resolution is needed as a formality. Jim stated the actual resolution is to increase the appropriation for 2024 in order to cover the operational cost overrun. Bart Miller of CCWU assisted with the draft of the resolution.

Steven Davis made a motion to approve the amended 2024 CSWD appropriation and resolution 2024-10 as discussed. Jim Alt seconded the motion. All in favor. Motion carried, 5/0.

4. **Old Business: Muni-Link (ML) Utility Software Upgrade:**

Terry scheduled a conference call with Muni-Link (ML) on December 24th, 2024. Board members Steven and Jim were included on the demonstration. The representatives from ML went over Billing, Website and Customer Portal sections of the software. They went over the cost breakdown and agreement provided. Steven and Jim discussed the reasons for switching from Caselle to Muni-Link and how it will benefit the district. The biggest benefit will be gaining access to customer portal, website presence management, QuickBooks file sharing, Service Order organization and savings on postage. The ML software is implementation fee is \$14,250 and the monthly fee is \$510 per month, to be paid annually at the rate of \$6,120. This includes the software license, Updates and Enhancements, Hosting and unlimited support. They estimate the implementation to take approx. 4 months. Training and installation will take place remotely. The fees for Muni-Link will go up in 2025, so the board made the decision to act before the increase goes into effect.

Jim Alt made a motion to proceed with the purchase of the Muni-Link (ML) software and Web Presence with a not to exceed initial implementation cost of \$15,000. Steven Davis seconded the motion. All in favor. Motion carried, 5/0.

5. **Adjournment**

Steven Davis made a motion to adjourn the Cucharas Sanitation & Water District Public Budget Amendment Hearing reviewing the Amended 2024 budget. Ron Barbee seconded the motion-. All in favor. Motion carried, 5/0. The meeting was adjourned at 9:32 am.

Larry Dasenbrock: President

Chris Smith - Vice President

Jim Alt – Treasurer

Steven Davis: Secretary

Ronald Barbee: Director at Large