

Conferencing Access Information: This is viewing only access.

<https://us06web.zoom.us/j/89340736332?pwd=Pgs0Y4FZXs7KMWDN8XTnaHYUewcieI.1>

Join via phone at 1-719-359-4580 **Meeting ID:** 893 4073 6332

Meeting Passcode: 804848

AGENDA

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Agenda Consent

A. Approval of Agenda

5. Public Comment

Public comments are limited to three (3) minutes. When you are recognized, please stand, state your name, and then address the Board in a professional manner.

The Directors may not respond to your comments during this meeting, rather they may take your comments and suggestions under advisement and your questions will be directed to the appropriate person or department for follow-up.

6. Work Session - Presentation

A. Todd Simon, Owner of Work Force, Inc (WFI), on sewer lines and preventative maintenance program

7. Consent Items

A. Approval of Minutes

8. Monthly Financials

A. Y-T-D Expenditures 2026

9. Staff Reports

A. Wolf Compliance

B. Authority Billing Clerk

C. Authority Administrator

10. General Business

11. Correspondence/Discussion

A. Drafting of KWWA Rules & Regulations

12. Adjourn

Agenda Approved By:

**Donald Gabehart
President, KWWA**

Date Posted:

July 13, 2026

Time Posted: 4:00pm

MEETING PROTOCOL AND STANDARDS OF CONDUCT

Public Participation

Public comment is encouraged and will be listed as an agenda item at every regular KWWA Director's meeting.

Each individual wishing to be heard during the public comment period will be given up to three (3) minutes to make a comment.

The public comment period will not be used to make political endorsements or for political campaign purposes.

Questions from the Directors will be for clarification purposes only. Public comment will not be used as a time for problem-solving or reacting to comments made but, rather, for listening to the comments of citizens without taking any formal action.

The Directors may direct the Town Administrator to provide information requested by a speaker during the public comment period.

Speakers are not allowed to make belligerent, accusatory, impertinent, slanderous, threatening, abusive, or disparaging comments.

The President may elect to defer public comment on a specific issue that appears on the regular agenda until that specific item is addressed.

The President may call for order when sidebar conversations occur in the audience. Those conversations are distracting from the Board addressing the topics at hand.

Members of the public who do not follow proper conduct after a warning in a public meeting may be barred from further participation at that meeting or removed from the meeting chambers pursuant to the Kiowa Municipal Code and Colorado Revised Statutes.

ACTION MAY BE TAKEN ON ANY AND ALL ITEMS LISTED ON THE AGENDA

All visitors must contact the Town Clerk five (5) business days before a scheduled meeting to be placed on the agenda. If special accommodations are necessary per ADA, contact 303-621-2366 prior to the meeting.

CALL TO ORDER

The regular meeting of the Kiowa Water and Wastewater Authority was called to order on June 9, 2026, at 5:32 pm by President Gabehart.

PLEDGE OF ALLEGIANCE

President Gabehart led the Board in the Pledge of Allegiance.

ROLL CALL

Present: President Donald Gabehart, Secretary Jill Duvall, and Director Laurel Brown, Treasurer Theresa Parker and Director Bret Wager were absent.

Also present:

Sasha Davidson, Town Clerk

Kim Boyd, Town Administrator

AJ Vela, USG Water Solutions

Michael Wolf, Chris Cobbley, and Steve Eis - Wolf Compliance via Zoom

APPROVAL OF AGENDA

President Gabehart entertained a motion to approve the agenda. Secretary Duvall made a motion to approve the agenda. Director Brown seconded the motion, and the motion passed 3-0 with no discussion.

CONSENT ITEMS

A. Approval of the minutes of May 12, 2026, meeting and Expenditures for Year-to-Date 2026.

President Gabehart entertained a motion to approve all items on the consent agenda. Director Brown made the motion to approve all the items on the consent agenda. Secretary Duvall seconded the motion, and the motion passed 3-0, with no discussion.

PUBLIC COMMENTS

Dean McAllister commented regarding tap fees and application process for 211 Cheyenne. Staff will clarify required steps and provide a comprehensive cost estimate, including non-tap components, after receiving cost inputs from Wolf Compliance.

STAFF REPORTS

A. Sasha Davidson, Clerk

- 1. Meters** - New meters received; field replacements to resume.
- 2. Systems Total Report** – Water loss approximately 23% with continued troubleshooting of an apartment-area leak (shutoff valve not yet located)
- 3. Delinquencies** - There were 9 past-due and 6 shutoff notices. Two liens expected to be resolved via property transactions totaling a little over \$5,000.

B. Wolf Compliance

1. **Sewer Plant** - Second reactor brought back online; effluent clarity markedly improved. New issue identified: influent valve not closing properly; likely replacement of valve and actuator required (estimated \$10,000–\$15,000). UV components received; replacement to begin imminently. Awaiting manufacturer quotes for screen auger/grinder parts; may sample early if conditions hold.

C. Kim Boyd, Administrator

1. **Redundancy Well Project** — Coordinating with Wright Water; EPA to fund well drilling and DOLA to fund infrastructure components; tracked jointly with distinct funding parts.
2. **FEMA Grant** — Identifying eligible components for possible funding; target submission July 25.
3. **Tap Fee Review** — Working with Colorado Rural Water on fee structure; update targeted for next meeting.
4. **Mobile Home Park Transition** — Working with legal counsel on transition to a master meter and shifting O&M responsibilities under the park's permit; exploring reimbursement approach for authority-owned digital meters; distribution line sizing/looping being confirmed.

WORK SESSION

A. Tank Inspection/Maintenance Program – Presented by AJ Vela with USG Water Solutions

Water tanks inspected April 22; exterior coatings/structure generally in good condition; wind/tornado resilience noted. Priority items: interior coating failures and corrosion above waterline; add proper ladder safety cable-grab systems; install/upgrade hatch gaskets and finer-mesh vent screens and seal gaps; improve telecom wiring housekeeping and interior lighting; consider re-aiming dishes to reduce RF exposure; remove residual blast media/old paint at center tube base. Recommendations include planning an interior recoat, adding a mixer, and adding a powered vent. Vendor offered to attempt a complimentary hatch gasket install during a nearby crew visit.

GENERAL BUSINESS

A. 2026-04 Resolution regarding Drought Conditions and Water Resource Management Discussion was briefly held to agree to pass this resolution. President Gabehart entertained a motion to approve 2026-04 Resolution regarding Drought Conditions and Water Resource Management. Secretary Duvall made the motion to approve Resolution 2026-04. Director Brown seconded the motion, and the motion passed 3-0, with no discussion.

CORRESPONDENCE/DISCUSSION

None

ADJOURN

President Gabehart entertained a motion to adjourn. Secretary Duvall made the motion to adjourn. Director Brown seconded the motion, and the motion passed 3-0 with no discussion. The meeting adjourned at 6:50 pm.

The next regular meeting will be on Tuesday, July 14, 2026, at 5:30 pm at Kiowa Town Hall.

Minutes Approved by:

Donald Gabehart, KWWA President

Sasha Davidson, Secretary to the Board

Kiowa Water and Wastewater Authority

Balance Sheet

As of Jul 10, 2026

		TOTAL
Assets		
Current Assets		
Bank Accounts		
1010 KWWA Primary Checking (522)		79,942.65
1020 KWWA Money Market (514)		\$0.00
1310 Water Reserve Acct		187,102.97
1320 Wastewater Reserve Acct		187,103.07
Total for 1020 KWWA Money Market (514)		\$374,206.04
1050 Cash on hand		137.87
Total for Bank Accounts		\$454,286.56
Accounts Receivable		
1100 Accounts Receivable		52,022.00
1120 Water Users		12,750.00
1130 Water Users WW		10,601.00
Total for Accounts Receivable		\$75,373.00
Other Current Assets		
1490 Uncategorized Asset		0.00
Total for Other Current Assets		\$0.00
Total for Current Assets		\$529,659.56
Fixed Assets		
1540 Equipment and Furniture		
1541 Equipment and Furnitur		13,333.00
1542 Equipment wastewater		13,333.00
Total for 1540 Equipment and Furniture		\$26,666.00
1550 Buildings		13,169.00
1560 Investments in Capital Assets		1,060,684.24
1570 Land and Improvements		
1571 Land Wastewater		9,290.00
Total for 1570 Land and Improvements		\$9,290.00
1590 Enterprise System Assets		
1591 Water System		3,495,089.00
1592 Sewer System wastewater		2,153,845.00
Total for 1590 Enterprise System Assets		\$5,648,934.00
1600 Accumulated Depreciation		-\$798,657.00
1601 Accumulated Depreciation		-71,794.84
1602 Accum Deprec wastewater		-925,395.40
Total for 1600 Accumulated Depreciation		-\$1,795,847.24
Total for Fixed Assets		\$4,962,896.00
Total for Assets		\$5,492,555.56

Kiowa Water and Wastewater Authority

Balance Sheet

As of Jul 10, 2026

		TOTAL
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 Accounts Payable (A/P)		12,361.99
Total for Accounts Payable		\$12,361.99
Credit Cards		
2010 FSB Visa (3843)		0.00
Total for Credit Cards		\$0.00
Total for Current Liabilities		\$12,361.99
Long-term Liabilities		
2600 Bond Principle Water		2,924,718.11
2610 Bond Principle-Sewer		1,808,003.52
2620 CURRENT PORTION OF LT DEBT Water		0.00
2630 CURRENT PORTION OF LT DEBT Wastewater		0.00
2700 Meter Deposits		13,743.72
Total for Long-term Liabilities		\$4,746,465.35
Total for Liabilities		\$4,758,827.34
Equity		
3150 Opening Balance Equity		0.00
3300 Retained Earnings		751,544.36
Net Income		-17,816.14
Total for Equity		\$733,728.22
Total for Liabilities and Equity		\$5,492,555.56

Kiowa Water and Wasterwater Authority

Profit and Loss January 1-July 10, 2026

	TOTAL
Income	
4010 Water & Sewer - Income	
4012 Bulk Water Income	520.00
4013 Collected Tap Fees	26,000.00
4015 Transfer Fees	2,625.00
4020 Water & Sewer Fees Collected	324,138.92
Total for 4010 Water & Sewer - Income	\$353,283.92
Total for Income	\$353,283.92
Gross Profit	\$353,283.92
Expenses	
6300 Advertising & Marketing	
6301 Public Notices	31.88
Total for 6300 Advertising & Marketing	\$31.88
6500 Insurance	
6501 CIRSA - PC & Liability	17,542.86
Total for 6500 Insurance	\$17,542.86
6630 Dues & Subscriptions	5,358.44
6730 Repairs & Maintenance	
6731 Infrastructure Repairs & Maint. - Sewer	\$54,459.12
6731.1 Sludge Removal	18,203.00
Total for 6731 Infrastructure Repairs & Maint. - Sewer	\$72,662.12
6732 Infrastructure Repairs & Maint. - Water	33,795.13
6733 Trash - HBS (95 Ute Ave)	180.28
Total for 6730 Repairs & Maintenance	\$106,637.53
6734 Repairs & Maintenance - Supplies	461.92
6740 Specific Use Supplies	16,669.27
6800 General Office Expenses	
6805 Postage	1,431.48
Total for 6800 General Office Expenses	\$1,431.48
6900 Utilities	
6906 Utilities- Power - CORE (Sewer)	9,743.57
6907 Utilities- Power - CORE (Water)	8,732.18
Total for 6900 Utilities	\$18,475.75
7000 All Professional Services	
7010 Professional Services - Legal	19,114.19
7040 Professional Services - Consulting	9,743.75
7050 Professional Services - ORC	
7051 ORC - Monthly Contract Fee	40,967.67
Total for 7050 Professional Services - ORC	\$40,967.67

Kiowa Water and Wasterwater Authority

Profit and Loss

January 1-July 10, 2026

	TOTAL
7060 Professional Services - Lab Services	
7061 Sewer - Labs	1,386.00
7062 Water - Labs	2,327.60
Total for 7060 Professional Services - Lab Services	\$3,713.60
Total for 7000 All Professional Services	\$73,539.21
7070 TOK Operating contract	49,367.43
7095 Utility Notifications & Locates	2,106.25
7100 Bank Charges & Fees	85.24
7700 Interest Paid	
7710 Bond Interest - Sewer	32,720.72
7720 Bond Interest - Water	52,914.76
Total for 7700 Interest Paid	\$85,635.48
Total for Expenses	\$377,342.74
Net Operating Income	-\$24,058.82
Other Income	
8000 Interest Earned	6,787.78
Total for Other Income	\$6,787.78
Other Expenses	
4021 Meter Deposit Refund	545.10
Total for Other Expenses	\$545.10
Net Other Income	\$6,242.68
Net Income	-\$17,816.14

KIOWA WATER AND WASTEWATER AUTHORITY GENERAL FUND BUDGET

2026 MONTHLY BUDGET PERCENTAGES

GL ACCT	REVENUE	2026 Budget	YTD	%
4011-4016	Categorized Income	\$10,000	\$3,145	31%
4200	Grants & Contracts	\$0	\$0	
4020	Water and Sewer fees collected	\$700,000	\$324,138	46%
4013	Collected Tap Fees	\$26,000	\$26,000	100%
4800	CORA fees collected	\$100	\$0	
	TOTAL REVENUE	\$736,100	\$353,283	48%
	CURRENT ASSETS	2026 Budget	YTD	%
8100	Sale of Assets	\$0	\$0	
1310	Water Reserve Account	\$213,250	\$185,399	87%
1320	Wastewater Reserve Account	\$213,250	\$185,399	87%
	TOTAL CURRENT ASSETS	\$426,500	\$370,798	87%
	EXPENDITURES	2026 Budget	YTD	%
7100	Bank CC & EFT Fees	\$125	\$85	68%
7710	Bond Interest Sewer	\$70,000	\$32,721	47%
7720	Bond Interest Water	\$110,000	\$52,915	48%
2610	Bond Principal Sewer	\$36,000	\$17,981	50%
2600	Bond Principal Water	\$57,000	\$29,081	51%
6840	Computer Supplies & Software	\$3,000	\$1,060	35%
6630	Dues & Subscriptions	\$2,250	\$5,358	238%
4202	EIAF 9647 - Well Redundancy Project Grant	\$0	\$0	
6731	Infrastructure Repairs & Maintenance - Sewer	\$100,000	\$54,549	55%
6730	Infrastructure Repairs & Maintenance - Water	\$100,000	\$33,795	34%

6501	Insurance (Property & Liability)	\$15,580	\$17,543	113%
7060	Lab Fees	\$4,000	\$3,713	93%
6820	Office Supplies	\$500	\$0	
6805	Postage	\$3,000	\$1,431	48%
6731.1	Professional - Hauling	\$15,000	\$18,203	121%
7031	Professional - Accounting	\$2,500	\$0	
7032	Professional - Auditor	\$16,500	\$0	
7040	Professional - Consultants	\$15,000	\$9,744	65%
7080	Professional - Grant Writer	\$0	\$0	
7020	Professional - IT	\$0	\$0	
7010	Professional - Legal	\$32,000	\$19,114	60%
7050	Professional - ORC	\$62,000	\$40,968	66%
7070	Professional - TOK Op Agreement	\$78,420	\$49,367	63%
7090	Professional - Other	\$400	\$0	
6301	Public Notices & Advertising	\$250	\$32	13%
6740	Specific Use Supplies	\$40,000	\$16,669	42%
7140	Taxes & Licenses	\$3,200	\$0	
6733	Trash & Janitorial	\$525	\$180	34%
7990	Uncategorized Expenses	\$1,500	\$545	36%
6902	Utilities - Heat - pump house	\$0	\$0	
6940 & 6941	Utilities - Telephone & Internet	\$2,200	\$0	
7095	Utility Notifications & Locates	\$300	\$2106	702%
6906	Utilities - Power (Sewer)	\$15,000	\$9,744	65%
6907	Utilities - Power (Water)	\$20,000	\$8,732	44%
	TOTAL EXPENDITURES	\$806,250	\$425,637	53%

Utility Billing Clerk Staff Report

7/14/26

KWWA President and Board.

I am out of town this week to attend the Clerk's Institute, so I am providing my report in writing.

Systems total report shows a loss of 25% - this is in part due to a couple leaks in town and six meters in Ute Village that are not working. Josh at Wolf Compliance has been handling the issues.

This month 16 warning letters and 12 shut off letters were sent.

7/1/2026

8:21:36AM

Reprinted for: 6/30/2026

System Totals Report

Kiowa Water & Wastewater Authority

Water Pumped This Month

3,391,000 Gallons

Water Sold This Month

2,509,701 Gallons

Water Loss

881,299 Gallons

Water Loss (%)

25.99 %

Qualified By: All Accounts

	Amount (\$)	# Of Accounts
Total Water	28,433.99	367
Total Sewer	29,808.74	359
Total Late Fee	1,154.22	65
Total Adjustments	(64.51)	6
Total Prepayment	1,095.00	365
Total Meter Surcharge	12.00	4
Total Current Charges	60,439.44	367
Amount Past Due 1-30 Days	8,205.33	58
Amount Past Due 31-60 Days	2,694.67	23
Amount Past Due Over 60 Days	4,365.99	8
Amount Of Overpayments/Prepayments	(3,411.32)	32
Total Receivables	72,294.11	364

Total Receipts On Account	53,253.37	305
Net Change in Deposits	0.00	0
Amount of All Deposits	14,471.58	132
Amount of All Deposit 2	1,526.28	14
Turned Off Accounts (Amount Owed)	0.00	10
Collection Accounts (Amount Owed)	0.00	10
Number Of Unread (Turned On) Meters		2
Average Usage For Active Meters	6,838	367
Average Water Charge For Active Meters	77.48	367

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		5	459,370		18.30	8.33
40,001-50,000		1	45,862		1.83	0.80
30,001-40,000		4	139,381		5.55	2.54
20,001-30,000		15	363,090		14.47	6.89
10,001-20,000		44	606,139		24.15	15.20
8,001-10,000		16	141,260		5.63	4.36
6,001-8,000		33	231,206		9.21	8.39
4,001-6,000		41	204,288		8.14	9.50
2,001-4,000		79	237,774		9.47	16.78
1-2,000		82	81,331		3.24	17.38
Zero Usage		47	0		0.00	9.84
Total Meters		367	2,509,701		100.00	100.00

Date Read	Amount Produced	Amount Read at Meters	% Loss
6/15/2026	3,391,000	2,509,701	-0.25
5/15/2026	2,075,000	1,589,780	-0.23
4/15/2026	1,837,000	1,492,777	-0.08
3/15/2026	1,564,000	1,341,840	-0.04
2/15/2026	1,432,000	1,262,106	-0.12
1/15/2026	1,997,000	1,263,000	-0.36
12/15/2025	2,709,000	1,166,926	-0.56
11/15/2025	2,650,000	1,424,837	-0.46
10/15/2025	2,664,000	1,844,012	-0.30
9/15/2025	3,356,000	2,506,495	-0.25
8/15/2025	4,749,000	3,494,365	-0.25
7/15/2025	4,739,000	3,221,053	-0.32
6/15/2025	3,431,000	2,380,209	-0.30
5/15/2025	1,940,000	1,694,042	-0.13
4/15/2025	1,576,000	1,255,327	-0.20
3/15/2025	1,996,000	1,739,431	-0.12
2/15/2025	2,993,000	2,665,292	-0.10
1/16/2025	1,359,000	1,323,334	-0.02
12/16/2024	1,954,000	1,787,811	-0.08
11/18/2024	2,640,000	2,378,728	-0.09
10/16/2024	4,170,000	2,685,349	-0.35
9/17/2024	3,890,000	3,467,023	-0.10
8/17/2024	5,273,000	3,574,938	-0.28
7/15/2024	3,957,000	3,120,567	-0.21
6/16/2024	4,891,000	3,945,175	-0.19
5/16/2024	1,841,000	1,466,357	-0.20
4/15/2024	1,323,000	1,142,435	-0.14
3/15/2024	1,242,000	1,120,604	-0.10
2/15/2024	2,544,000	1,862,942	-0.27
1/15/2024	2,545,413	1,363,972	-0.46
12/15/2023	2,770,431	1,334,106	-0.52
11/15/2023	1,903,915	1,489,086	-0.22
10/15/2023	3,171,434	2,358,906	-0.26
9/15/2023	4,395,685	3,334,744	-0.24
8/15/2023	4,059,000	2,944,885	-0.27
7/15/2023	3,685,801	3,167,462	-0.14
6/15/2023	2,460,683	1,997,680	-0.19
5/15/2023	1,922,232	1,566,597	-0.19
4/15/2023	1,393,549	1,210,031	-0.13
3/15/2023	1,770,575	1,364,934	-0.23
2/15/2023	1,612,972	1,404,234	-0.13
1/15/2023	1,952,000	1,787,778	-0.08
12/15/2022	2,107,000	1,384,995	-0.34
11/15/2022	3,620,000	1,423,056	-0.61
10/15/2022	5,232,000	2,466,288	-0.53
9/15/2022	4,796,000	3,404,880	-0.29
8/15/2022	5,476,185	3,488,673	-0.36
7/16/2022	4,439,253	3,291,222	-0.26
6/15/2022	3,783,063	3,024,482	-0.20
5/15/2022	2,169,388	1,673,645	-0.23
4/15/2022	1,840,344	1,309,851	-0.29
3/15/2022	1,625,936	1,214,902	-0.25
2/15/2022	2,103,810	1,268,544	-0.40

Comments

Leak at a home, leak under apartment building, 6 meters in Ute not working

Some leakage under Apartment buildings - unknown loss

Some leakage under Apartment buildings - unknown loss

Some leakage from tank - unknown how much loss. Several meters still reading "0"

Leak on Hwy 86 near Museum

23,400 Gallons used at Fairgoundrs

Several Leaks on main lines

Break in line at Fairgrounds

152,000 Gallons used for flushing hydrants & a house fire on 5/31

Tank overflowed 600,000 gallons

Tank overflowed 800,000 gallons

