

Town Manager Report 5/6/26

Boil Water Order and Issue with Bluff Well

Public works staff did an excellent job addressing the failure of the VFD at the Bluff well. I made the decision to pre-emptively issue the boil water order before we raised the pumping rate at the Ballfield well. On Sunday morning when we noticed that the Water Tank levels had dropped to about 7 feet with Ballfield running at 200 GPM it became apparent that we would need to raise the pumping rate at Ballfield above the 200 GPM permitted by the State if we did not get a VFD working at the Bluff well. Since we were unsuccessful with getting the backup blower VFD to work on Sunday we decided to increase the pump rate to 300 GPM that afternoon to maintain adequate water storage and water pressure. The state accepted the boil water order notice we issued as legally appropriate and required us to mail a second notice to all water customers which went out with the April bills. This incident made it clear that leaks in our system are causing somewhere between 200 to 300 GPM of water loss. The need to be able to detect and fix leaks is even more apparent now. This incident will be good support for our grant applications for the new AMI Meter System that can detect leaks in the system.

Employee Handbook

We reviewed the first draft of the new employee handbook that we received from the Employers Council HR consulting team and sent back an edited version with some changes and questions. We should have a draft for the trustees to review no later than June 3rd.

Developers Toolkit Workshop in Lakewood Colorado – May 7th and May 8th

I will be heading out to Lakewood after our meeting on May 6th to attend this workshop being held by the Department of Housing. They will be providing training and expertise on how to develop rental housing projects. It is also a great opportunity to network with investors, funding agencies, and developers that specialize in rental housing development. Hopefully this will help us realize the construction of our Lake Fork Housing Project.

Grant Reporting and Reimbursements for 1st Qtr 2026

EIAF 9564 – WWPT Renovation Project – We requested reimbursement in the amount \$123,762.40 from the Grant and \$527,618.65 from the SRF loan.

EIAF MHN 10006 – Lake Fork D&E – Submitted a reimbursement for \$29,584.80

LPC 24-050 - Housing Plan – Submitted final report and reimbursement \$6,000.00

REDI 24-323 – Ice Wall Expansion – Submitted final report and reimbursement \$3,770.94

NDME – WWTP Backup Generator – I will be submitting the bi-annual report and reimbursement request for expenses related to the purchase of the WWTP backup generator before the end of the month.

SLFRF Covid Funds for Broadband project – I did the annual report. We are still waiting for invite to close this out.

Grant Funding Opportunities

LPC Incentive Funding Grant Application – Sandy and I will be working on developing this application next week to redeem the \$100,000 in incentive funding and use it to hire a consultant to assist us in implementing the housing plan. I should have a draft ready for DOLA review before end of next week and a full application submitted before the end of the month. We should receive notice of award in June and an executed contract by August. I am planning on having an RFP for a consultant published the first week of June.

WaterSMART Small-Scale Water System grant- Joanne, Ethan, and I met with the WaterNOW alliance to assist us in applying for a federal WaterSMART grant. The small scale grant is due by June 2nd. They did inform us that this grant will fund upto \$125,000 and that the max project cost cannot exceed \$250,000 and that the project can not start any sooner than June 2027 and must be completed within 1 year. Our estimated cost is around \$650,000 and I think phasing it would be problematic and more expensive in the long run because we would have to pay for two different software subscriptions and pay Caselle more to integrate the new one. And funding for the rest of the project would not be guaranteed. I am looking into some other options and still working on how to fund the entire project. There is only \$2,000,000 total available in this round of funding for this grant.

EIAF Emergency Grant – I plan on submitting an emergency grant application after speaking with DOLA and collecting all the associated cost with the failure of the Bluff well VFD. It looks like we will have spent around \$25,000+ in equipment, professional services, and staff time to troubleshoot and fix the issue with the Bluff well. I am thinking about asking for additional funds to help pay for the repairs of the Water Tanks, which is estimated to be about another \$25,000. I will put a discussion item regarding this on the May 20th agenda.

Multi-Agency Wildfire Training 4/28/26 – Ethan, Willy, and I attended the Wildfire training held at the school. It was very informative in terms of how the response to wildfire would unfold and what the responsibilities of each organization would be. I will be providing training for both staff and the board on roles and responsibilities during a disaster in the near future.