South Fort Collins Sanitation District
Water Reclamation

Minutes

Wednesday, November 12th, 2025, 9:00 am

2560 E County Road 32, Fort Collins, CO 80528

1. **Roll Call**
   Meeting called to order at 9:05am.
   Directors Present:
   Jeff Brauch, Eric Pabo, Gary Young
   Ernie Brown

   Excused Absence:
   James Stewart

   Others Present:
   Eric Bailey, Sue White, John Budde
   Randy Kenyon, Jason Meier

2. **Consideration of the Agenda**
   No changes were offered to the agenda

3. **Public Comments**
   No Public present for comment

4. **Administration/ Finance Items**

   4.1 Acceptance of the minutes of the Regular Board meeting of October 8th, 2025 **(ACTION REQUIRED):**
   Recommended Motion: to approve the minutes of the regular board meeting of October 8th, 2025
   1st: Director Pabo *2nd: Director Brown* *Carried:4-0*

   4.2 Public Hearing for Delinquent Accounts **(ACTION REQUIRED):**
   Presenter: Eric Bailey, Secretary
   Open Public Hearing to receive comments from any property owners in attendance 9:06am.
   Public Comment: No public present for comments.
   Close Public Comment 9:06am
   Board Discussion
   Recommended Motion: Move to approve Resolution 2025-11-01 for certification of delinquent accounts with the Larimer County Treasurer.
   1st: Director Pabo *2nd: Director Brauch* *Carried:4-0*

   4.3 Financial statements **(ACTION REQUIRED):**
   Presenter: John Budde; District Finance/HR Manager
   Recommended Motion: Move to accept the October Financial Statement.
   1st: Director Brauch *2nd: Director Brown* *Carried: 4-0*

   4.4 Distributions **(ACTION REQUIRED):**
   Presenter: John Budde; District Finance/HR Manager
   Recommended Motion: Move to ratify the October Distributions.

   1st: Director Pabo *2nd: Director Brauch* *Carried:4-0*

4.5 2025 Budget Resolution **(ACTION REQUIRED):**
Presenter: John Budde, Finance/HR Manager
Open Public Hearing to receive comments on the proposed 2026 budget.
Public Comment - 9:37am
Close Public Comment – No public present for comment.
Board Discussion
Recommended Motion: Move to approve Resolution 2025-11-02 to Adopt the 2026 Budget.
1st: Director Brauch *2nd: Director Brown* *Carried: 4-0*

4.6 Employee Benefit Evaluation
Presenter: John Budde, Finance/HR Manager
The Board had previously directed staff to investigate potential costs associated with offering dental and vision insurance coverage for employees and their families. The board was given scenarios of coverage for both dental and vision insurance for employees and their families.
A motion was made to include the option that offers both dental and vision for all employee scenarios.
1st: Director Brown *2nd: Director Pabo* *Carried: 4-0*

4.7 2025 Annual Board Discretionary Bonus
Presenter: Eric Bailey, Secretary
Secretary Bailey shared with the Board the history of the year-end bonuses and how they have previously been distributed.
A motion was made to direct the District Manager to use up to $72,000 for discretionary employee year-end bonuses.
1st: Director Brown *2nd: Director Brauch* *Carried: 4-0*

4.8 Tap Purchases:
The manager reported 7 taps were sold for the month of October with revenues totaling $43,400

5. Capital Projects

5.1 ATAD and Step-feed updated scope request **(ACTION REQUIRED):**
Presenter: Jason Meier, Treatment Operations Manager
Mr. Meier discussed the change in scope to add additional treatment options now as a cost savings into the future. This additional scope will also decrease costs significantly while giving operators redundancy and flexibility now.
Recommended Motion: Move to approve scope addition request of $683,148.

1st: Director Brown *2nd: Director Pabo* *Carried: 4-0*

5.2 Phase II Fossil Creek RCP lining request **(ACTION REQUIRED):**
Presenter: Randy Kenyon, District Engineer
Recommended Motion: Move to approve Phase II Fossil Creek lining for $1,325,103.

1st: Director Brauch *2nd: Chairman Young* *Carried: 4-0*

5.3 Capital Project Update:
Presenter: Randy Kenyon, District Engineer

6. **(10:25 am) Manager's Report**

7. **Other Business**
   Secretary Bailey passed around paperwork to update signature authority for the Directors

8. **Adjournment – Time 11:20 am**
   Recommended Motion: Move to adjourn
   1st: Director Pabo *2nd: Director Brauch* *Carried: 4-0*

Secretary Eric Bailey

Chairman Gary A. Young