

TOWN OF HOT SULPHUR SPRINGS

MEETING MINUTES

MAY 16, 2024

6:30 pm MEETING CALL TO ORDER – ROLL CALL

Mayor Ray Tinkum, Mayor pro-tem Christine Lee, Trustee Tim Harvey, Trustee Richard Gott, Trustee Kathy Knight, Trustee Dan Nolan: *Absent: Mayor pro-tem Christine Lee, Trustee Tim Harvey.*

1. CONSENT AGENDA

Agenda for May 16, 2024 and meeting minutes from April 18, 2024

- i. *Motion made by Trustee Dan Nolan to accept the agenda and the meeting minutes from April 18, 2024; seconded by Trustee Richard Gott. All voted aye; motion carried.*

2. FINANCIAL REPORT – Moved to after presentation given by Sustainable Strategies

3. PUBLIC COMMENT

4. ELEMENT ENGINEERING

Nicholas Marcotte was unavailable for meeting. The question of a new moratorium on ALL building was to be answered by Nick during this meeting and the reasons as to why our engineer recommended this move by the Board of Trustees. This will now be addressed via phone calls and emails and will be addressed at the next board meeting. Staff was directed to explore other on-call engineering services in the meantime.

5. RESOURCE ROADMAP

Debra Figueroa from Sustainable Strategies and Kate McIntire from DOLA presented a Resource Roadmap for the Board of Trustees to better understand the challenges facing the Town and how to move forward with grant processes and funding processes. (See attachment)

2. FINANCIAL REPORT

Town Clerk/Treasurer Katie LaDrig presented the Board of Trustees with copies of the credit card statement from April, the bank statement for the month of April, and the statement for April for the COLO Trust Savings accounts. The financial statement through May 14th was disseminated for the 2024 calendar year for perusal by the Board showing the current budget, expenditures to-date and percentage of money spent as compared to the budget. Question was raised regarding the fees paid to Heartland, which is the credit card company. The convenience fees are now passed onto the residents using credit cards to pay their bills. Accounts Payable was quite a large amount of money due to paying off Rain for Rent and Element Engineering. There was also one extra payment due to a missed payment last year to NWCCOG, the insurance company used by the Town for health insurance. Subject was raised regarding extra monies showing in the checking account and the possibility of transferring \$5000 into the Sewer Fund and \$5000 into the Water Fund in the COLO Trust savings accounts. This would also show the state agency handling our SRF loans that the Town is working diligently to regain compliance with the loan agreements.

6. ACTION ITEMS:

- a. Accounts payable in the amount of: \$98,585.32

i. *Motion was made by Trustee Dan Nolan to approve accounts payable in the amount of \$98,585.32; seconded by Trustee Richard Gott. All voted aye, motion carried.*

- b. Payroll in the amount of:
03/25/2024 – 04/07/2024 \$12,810.50
04/08/2024 – 04/21/2024 \$11,149.39

i. *Motion was made by Trustee Dan Nolan to approve the payroll listed above; seconded by Trustee Richard Gott. All voted aye, motion carried.*

- c. Canyon Liquor Licenses Renewal:

i. *Motion was made to approve the renewal of the Canyon Liquors and Gifts license renewal; all voted aye, motion carried.*

- d. Transferring of money into COLO Trust:

i. *Motion was made to transfer \$5000 into the COLO Trust Water Fund and \$5000 into the COLO Trust Sewer Fund by Trustee Dan Nolan; seconded by Trustee Richard Gott. All voted aye, motion carried.*

7. OTHER BUSINESS:
Mayor Ray Tinkum – Swearing in of new Trustee, Stacey Paulson
Mayor pro-tem Christine Lee
Trustee Dan Nolan – Hot Sulphur Days is upcoming on June 7-9
Trustee Tim Harvey
Trustee Kathy Knight
Trustee Richard Gott
Trustee Stacey Paulson

8. ADJOURNMENT:

- i. Motion was made by Trustee Kathy Knight to adjourn the meeting; seconded by Trustee Dan Nolan. All voted aye, motion carried.
Meeting adjourned at 9:21 pm

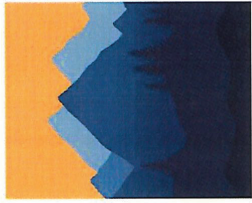


Raymond R. Tinkum, Mayor



Katie LaDrig, Town Clerk/Treasurer





Hot Sulphur
Town of
Springs

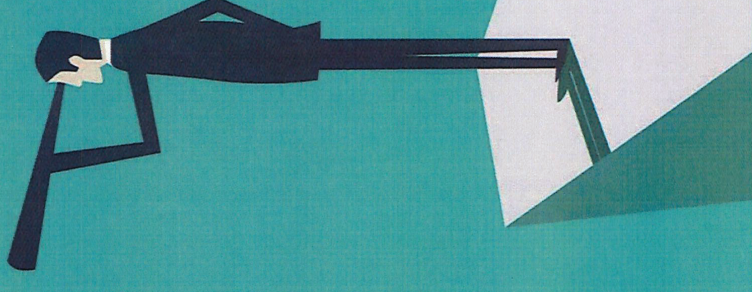
RESOURCE ROADMAP



MAY 16, 2024

OVERVIEW

1. Hot Sulphur Springs funding needs
2. Most funding for community revitalization in generations:
 - Congressionally Directed Spending (Earmarks)
 - Bipartisan Infrastructure Law (BIL/IIJA)
 - Colorado state funding
3. Using the “Resource Roadmap” approach to identify & pursue resources
4. S2 Contract Deliverables



BACKGROUND

- Increased water issues following East Troublesome Fire
- Water emergency in 2023 due to high water runoff – Alternate Water Source
- Colorado River District Grant
- Staff identified a need for a Boll Filter System
- Staff reached out DOLA and S2
- DOLA funded an Emergency Grant for the Boll System and a Strategic Funding Plan
- Hot Sulphur Springs Hired S2 to complete the Strategic Funding Plan

WATER/WASTEWATER RATE STUDY PROJECTS

- Existing Operations and Maintenance Expenses
 - Salaries/Benefits/Travel/Training
 - Professional Services
 - Operating Supplies
 - Utilities
 - Replacement of Existing Capital Assets
 - Replacement of Existing Fleet
 - Emergency Generator
 - Alarm Call-Out-Line
 - Operating/Emergency/Debt Reserve Funding
 - Debt Service
 - Auditing Fees
 - Insurance
- For Wastewater – larger capital projects like the Lagoon were included

WATER RATE STUDY PROJECTS – NOT INCLUDED IN RATES

Project	Estimated Cost	Potential Funding Source
New 8" Pipeline to Tanks	\$324,000	SRF Loan & Grants /DOLA /CWCB /CRD/ Reserves
Small Pipe Cast Iron Upgrades	\$150,000	SRF Loan & Grants /DOLA /CWCB /CRD/ Reserves
New 6" Pipe to Close Loops	\$200,000	SRF Loan & Grants /DOLA /CWCB /CRD/ Reserves
New Alternative Diversion for WTP	\$300,000	SRF Loan & Grants /DOLA /CWCB /CRD/ Reserves
Modify Existing Diversion for WTP	\$45,000	SRF Loan & Grants /DOLA /CWCB /CRD/ Reserves
Hoist and rail system	\$50,000	Reserves/CDPHE Water Quality Grants
Improve Lab and Equipment	\$20,000	Reserves/CDPHE Water Quality Grants
Tank Control Cable (buried)	\$5,000	Reserves/CDPHE Water Quality Grants
Site Work at Backwash Pond	\$10,000	Reserves/CDPHE Water Quality Grants

STAFF IDENTIFIED WATER PRIORITIES

Project	Estimated Cost	Potential Funding Source
Project Needs Assessment for SRF Process	\$ 25,000	Funded - \$25,040 in Colorado River District (CRD) grant.
Replace failing intakes under Colorado River	\$ 1,500,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
Design and construct an Iron & Manganese Removal System	\$ 150,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
Automate Coagulation process in Pre-Treatment	\$ 250,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
Design and construct Filter Bldg. for the chemical injection equipment/ storage.	\$ 400,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
Alternate Water Source (AWS) infiltration gallery (Well) in Pioneer Park	\$ 600,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
Upgrade and replace all distribution system piping to 8" diameter	\$ 10,000,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves
New Water Tank (200k Gallon).	\$400,000	SRF Loan & Grants /DOLA /CWCB /CRD/Reserves

STAFF IDENTIFIED WASTEWATER PRIORITIES

Project	Estimated Cost	Potential Funding Source
Repair 35 points of required repairs over next 3 years to repair I&I issues*	\$ 100,000	Reserves/USDA Grant & Loan/DOLA
Replace and upgrade sewer line from Spring St. to Lagoons*	\$45,000	Reserves/USDA Grant & Loan/DOLA
Replace approximately 75% of collection system	\$3,000,000	Reserves/USDA Grant & Loan/DOLA
LAGOONS		
Project Needs Assessment for SRF Process*	\$ 25,000	Reserves /DOLA/Small Communities Water and Wastewater Grants (SCG)
Convert the use of potable water to treated wastewater to wash bar screen	\$ 15,000	Reserves/Small Communities Water and Wastewater Grants (SCG)
Complete Lagoon Seepage Study and report to CDPHE	\$ 10,000	DOLA/Reserves/ SCA
Replace liner in Lagoon #1	\$ 2,000,000	Reserves/USDA Grant & Loan/DOLA/SCA

POTENTIAL MISSING ITEMS

- 2021 Water and Wastewater Facilities Study
 - Dehumidifier
- Does the Board have additional priorities that are not included?

HOW DO WE FUND THIS NEED?

- There has been significant staff transition – We are here to help
- Follow through with rate study
- Take advantage of federal and state technical assistance and training
- Resource Roadmap to determine priorities and funding resources
- One step at a time: 5 - year strategic funding plan
- Seek state and federal funding to leverage local dollars
- Advocate for Hot Sulphur Springs!

WATER RATE STUDY NEXT STEPS

- Second Water Rate Increase – Affordability Index needs to pass the 1.5% threshold
- Switch to a metered tiered system for water rates
- Competitively procure engineering estimates for identified priorities
- Use DOLA's resources to value engineer projects
- Update rate study based upon newly identified priorities

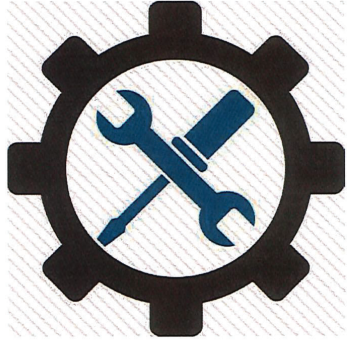
WASTE WATER RATE STUDY NEXT STEPS

- Continue annual 5% wastewater rate increases – Affordability Index needs to pass the 1.5% threshold.
- Align wastewater fees to indoor usage – increasing equity and burden on households.
- Competitively procure engineering estimates for identified priorities.
- Use DOLA's resources to value engineer projects
- Update rate study based upon newly identified priorities and engineering estimates.



TECHNICAL ASSISTANCE PROGRAMS

- EPA Water Technical Assistance
- EPA's Water Laboratory Alliance (WLA)
- US DOT Navigator
- State Programs
 - Regional Grant Navigators
 - DOLA's IIJA and IRA Grant Writing Assistance Program
- Federal Technical Assistance Grants for Colorado Water Projects



TRAINING PROGRAMS

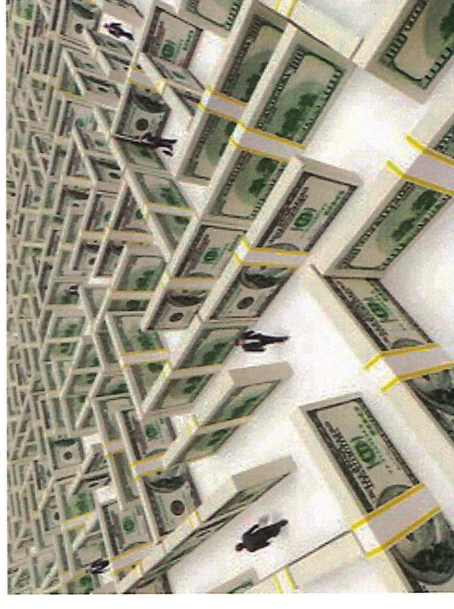
- States Programs
 - DOLA Strategic Planning Mediation
 - NWCOG Strategic Planning
 - CML Elected Official Training
 - CIRSA Training for Elected Officials
- Non-profits/Foundation
 - Community Builders – Building Better Places Training for broad selection of community leaders

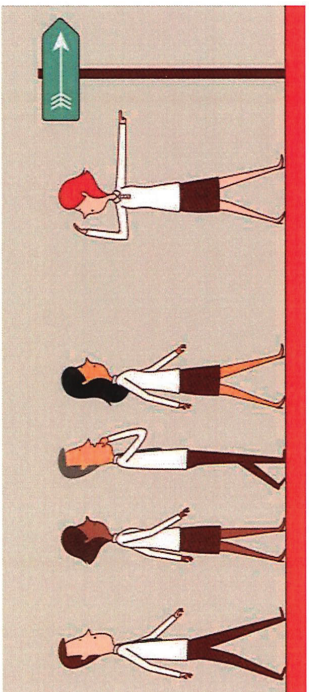
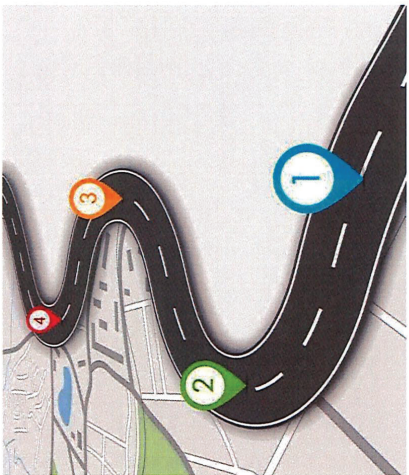
HOW TO NAVIGATE FUNDING FOR REVITALIZATION?

Funding programs & opportunities are at all-time levels: federal & state government, stimulus, infrastructure & climate legislation, congressional earmarks, philanthropy, and private investment

Yet there are still challenges

- Navigating the complexity of funding sources
- Leveraging different sources together
- Making funding work for your project
- Shaping your project to compete
- Producing the match
- Writing & winning grants
- Overcoming strains on local capacity
- Advocating for the funds





YOU NEED A RESOURCE ROADMAP!

CONGRESSIONAL EARMARKS

- “Community Project Funding” (House) and “Congressionally Directed Spending Projects” (Senate) – congressionally-mandated agency grants.
- Organized by various “accounts”, with several support brownfields & community revitalization.
- Submit requests to your Members of Congress, who then submit to appropriations subcommittees.
- Visit with Congressional Members & staff in early 2025, submit formal requests in Spring 2025, bills likely done by Christmas 2025, funding available in mid-2025.

BIPARTISAN INFRASTRUCTURE LAW/ INFRASTRUCTURE INVESTMENT & JOBS ACT

- Invests \$1.2 trillion in infrastructure improvements over next 5 years (in year 3 now)
- Investment in existing & new programs
- Funding available through state & federal governments, with some direct local formula funding
- Sustainability & equity are recurring themes – including rural communities.

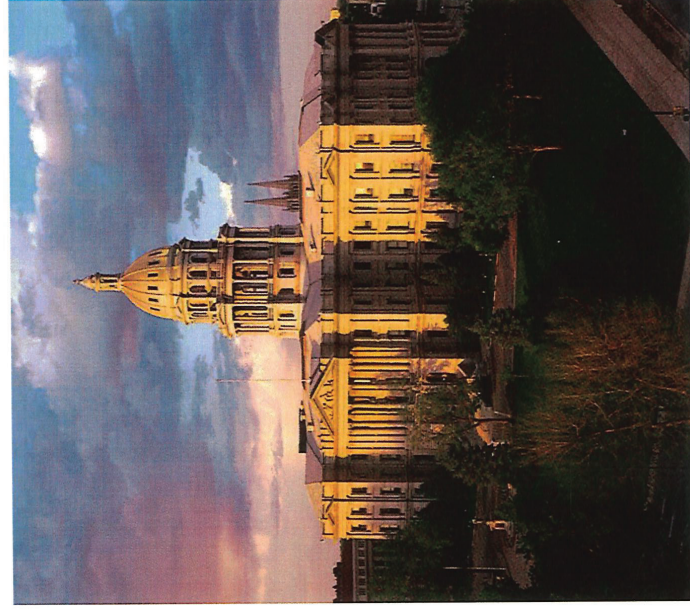
INFLATION REDUCTION ACT / CLIMATE LAW

- \$3.155 billion to U.S. DOT for complete streets, regional rail, and electric vehicles infrastructure
- \$27 billion for EPA Greenhouse Gas Reduction Fund to bring zero-emissions technologies to disadvantaged communities (via Solar for All and new Green Banks)
- \$2.8 billion for EPA Environmental & Climate Justice Grants for pollution impacts; low/zero emissions and resilient infrastructure, and green workforce development
- Nearly \$100 billion for clean energy, clean manufacturing, and technology innovation grants in IRA and CHIPS+ legislation



WATER PROGRAMS IN THE BIL/IRA

- Clean Water & Safe Drinking Water State Revolving Funds: \$23.4 billion, including for lead pipe abatement
- Western Water: \$8.3 billion
- EPA Stormwater & Sewer Overflow Grants: \$1.4 B
- US EPA Emerging Contaminants: \$5 B



STATE FUNDING IS KEY

- State funding can be excellent match for federal and other grants – and a key indicator of support
- Relationships & direct advocacy can get your project across the finish line

DEPARTMENT OF LOCAL AFFAIRS

- Energy/Mineral Impact Assistance Fund Grant
 - Traditional Grants – Level I and Level II
 - Administration Grants
 - Emergency Grants
- More Housing Now & Land Use Assistance
- Climate Resilience Challenge
- Main Street LIVE: Livability Investments for Vibrant Economies
- Community Development Block Grant Funding

DEPARTMENT OF LOCAL AFFAIRS

- Strong Communities
- Best and Brightest Management Internship and Fellowship Program
- Prop 123 Funding
- Local Match Program (Federal Infrastructure Investment and Jobs Act)

COLORADO ENERGY OFFICE

- Community Accelerated Mobility Project (CAMP)
- Charge Ahead Colorado
- Geothermal Energy Grant Program (GEGP)
- Energy Code Adoption & Enforcement Grant Program
- High-efficiency Electric Heating & Appliances Grant

COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

- Recycling Resources Economic Opportunity (RREO) Program
- Front Range Waste Diversion (FRWD, or “forward”)
- Brownfield Voluntary Cleanup Program and Grant Assistance
- Small Communities Water and Wastewater Grants (SCG)
- PFAS Grant program

COLORADO DEPARTMENT OF TRANSPORTATION

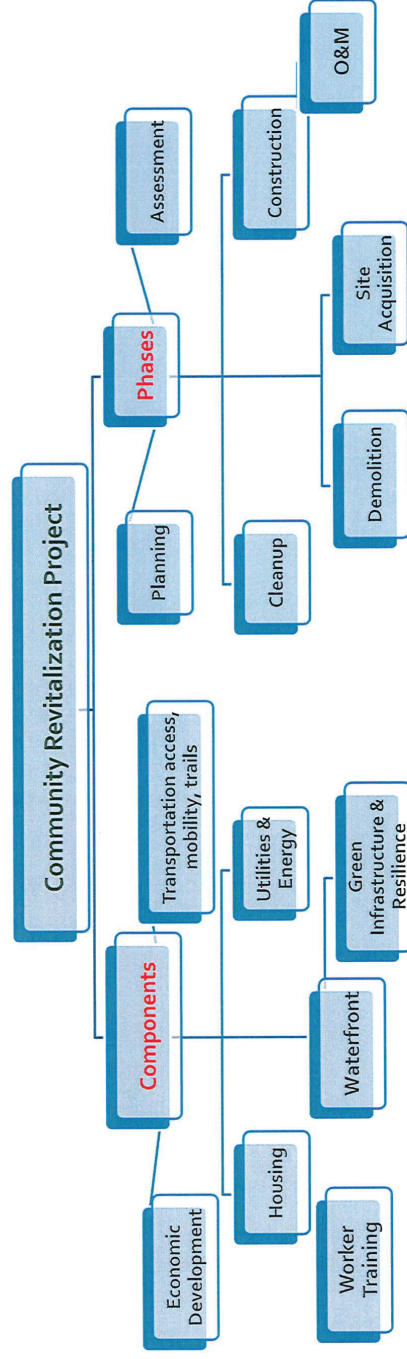
- Revitalizing Main Streets
- Transportation Alternatives Program
- Multimodal Transportation and Mitigation Options Fund (MMOF)
- Safe Routes to School



6 TIPS FOR ORGANIZING FOR EFFECTIVE RESOURCE ADVOCACY

1. PREPARE AN ANNUAL FUNDING STRATEGY

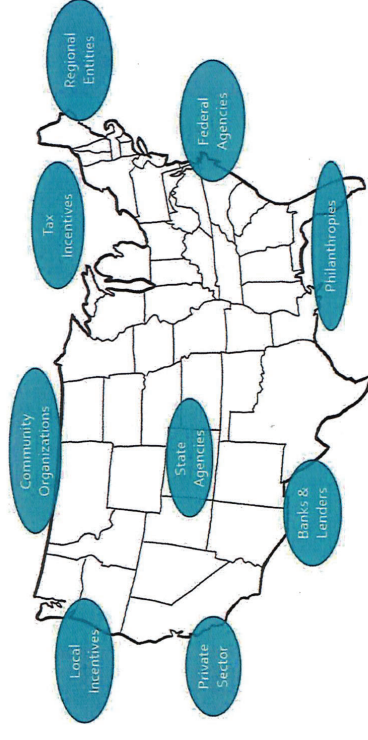
- Establish project task force, supported from the top and with an assigned lead(s)
- Engage community early & often
- Identify priority projects that connect to a broader community vision
- Break projects down into components and phases
- Identify 3-10 grant opportunities your community will pursue



Water Resources		
Opportunity	Purpose	Amount, Match, & Deadline
<u>CWCB Colorado Water Plan Grants</u>	To make progress on the critical actions and measurable objectives identified in the Colorado Water Plan including, water storage and supply, water sharing agreements, conservation and land use planning, engagement and innovation, agricultural projects, and environmental and recreation projects.	<ul style="list-style-type: none"> Typically less than \$300,000 50% match for all construction projects and 25% match for all plans or studies No more than half of the match may be in the form of in-kind services Deadlines: December 1, 2022 and July 1, 2023
<u>CWCB Water Project Loan Program</u>	Provides low interest loans for the design and construction of untreated projects in Colorado. This includes agricultural and municipal water collection, storage, and delivery facilities, and hydroelectric power generation.	<ul style="list-style-type: none"> Loans applications that are less than \$10 million are accepted year-round. Loans for more than \$10 million must be submitted by August 1 for funding available by July of the following year.
<u>Federal Technical Assistance Grants for Colorado Water Projects</u>	Provides technical assistance and administrative support to entities applying for federal TIA or other federally available funding. The projects must assist with raw water and water supply projects that directly support the objectives and goals of the Colorado Water Plan.	<ul style="list-style-type: none"> Grants will be awarded on a rolling basis through December 2024; grant funds must be fully expended by December 2026. Match: 25% Project costs may consist of a combination of in-kind and cash match, but no more than half (12.5%) of the match may be in the form of in-kind services. Priority will be given to Disadvantaged Communities.
		<p>Potential Uses & Key Considerations</p> <ul style="list-style-type: none"> A source of funding for water conservation efforts such as the Water Meter Replacement Project. Past expenditures directly related to the water activity may be considered as matching funds if the expenditures occurred within 9 months of the execution date of the contract or purchase order with the State. Completed feasibility studies must be submitted with an engineer's estimate of probable costs for grant requests that include costs for final engineering plans and construction. Contact: Kevin Reddy, Program Officer, Conservation & Land Use Planning E: kevin.reddy@state.co.us <ul style="list-style-type: none"> A source of loan funding for waterlines leading to the water plant ahead of treatment. Projects financed by the Water Project Loan Program must align with the goals identified in Colorado's Water Plan. The standard term for a Water Project Loan Program loan is 30 years. Contact: Matt Stearns, Program Officer, Conservation & Land Use Planning E: matt.stearns@state.co.us <ul style="list-style-type: none"> Technical Assistance includes Local Capacity Grants and Technical Assistance Grants. Local Capacity Grants are direct awards to grantees to develop projects and submit competitive federal grant applications. Technical Assistance Grants provide a contractor hired by CWCB to perform a wide variety of water project services, including researching federal grant opportunities, project design and cost estimation, and federal application development/grant writing. Contact: Michael Reagan, Budget Analyst (P) (303) 866-3441 Ext. 3214 (E) michael.reagan@state.co.us

2. DO YOUR HOMEWORK

- Estimate costs for each key component and phase to develop scope and budget
- Identify best mix of funding sources for each (and put them into a Resource Roadmap & Funding Matrix)
- Develop a briefing sheet for each priority



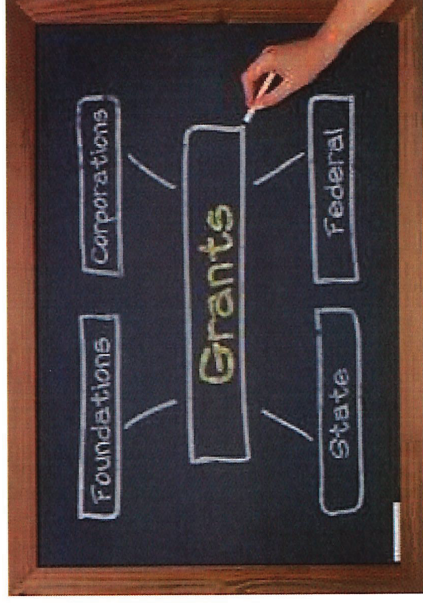
3. PLAN FOR COST-SHARING

- Matching/cost-sharing funds are critical
- Plan budget well in advance of the funding application
- Secure commitments early, even if contingent upon the receipt of a future grant or loan
- Consider capacity to service debt
- Consider non-financial or in-kind resources



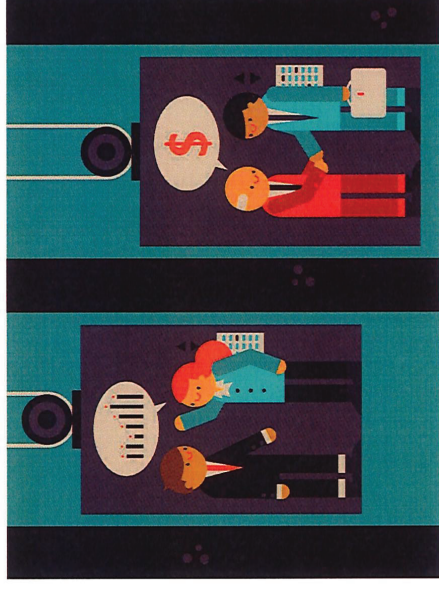
4. PROACTIVELY APPROACH GRANT-WRITING

- Tell a story
- Get a grant writer ready
- Be shovel ready, or at least shovel-worthy!
- Address zoning, permitting, and approvals
- Manage and remove risks
- Plan for sustainability
- Seek debriefs on unsuccessful applications



5. ADVOCATE

- Map your political and relationship assets
- Always have your briefing sheets!
- Get backing from local leaders & key stakeholders
- Build support among state officials
- Engage relevant federal agency and program officials before asking them for funding
- Get the backing of your Members of Congress
- Invite funders for site and project tours
- Host collaborative roundtables and project workshops
- Be persistent!



Prepare your elevator pitch!

6. CELEBRATE SUCCESS

- Success breeds success
- Invite funders, federal and state elected officials, and other key stakeholders to groundbreakings and ribbon-cuttings
- Be proactive with communications to media and social media
- Send thank you letters directly to agency and legislative officials
- Never waste an emergency
- Publicly thank your funders – even before they award you funding



Resource Roadmap Process/Expectations

- Work with Staff/Board to sort priorities in short, medium, long-term projects
- Match state and federal resources to projects
- Arrange/facilitate conversations with federal and state funding partners
- Recommend when and how to pursue funding
- Future Grant Writing – Outside of the Resource Roadmap Contract
 - A planning and construction grant for the alternate water source included in the Colorado River District Grant