



# AGENDA

## REGULAR MEETING BOARD OF UTILITIES COMMISSIONERS

La Junta, Colorado  
October 10, 2017  
4:00 p.m.  
Power Board Room  
Municipal Building  
601 Colorado Avenue

### CALL TO ORDER

ROLL CALL (City Clerk)  
Board Members P/A

Supervisors

Others

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Bourget  
Horner  
McKenzie  
Monarco  
Sutherland

MINUTES OF PREVIOUS MEETING (Chairman)  
Regular Meeting September 12, 2017

### CITIZEN PARTICIPATION

#### REPORTS

- A. Water & Wastewater Treatment (Joe Kelley/Tom Seaba)
- B. Power Plant & Distribution (Reuben DeLeon)
- C. Sanitation (Darren Adame)

#### NEW BUSINESS

- A. A Resolution Recommending to City Council the Adoption of the 2018 Proposed Budget for the Electric Fund, Water Fund, Sewer Fund and Sanitation Fund (City Attorney) (Action)
- B. City Manager's Comments
- C. City Attorney's Comments
- D. Governing Body's Comments

ADJOURN

CITY OF LA JUNTA                    )  
 COUNTY OF OTERO                    )  
 STATE OF COLORADO                )            SS

A Regular Meeting of the Board of Utilities Commissioners of the City of La Junta, Colorado, was called to order by Chairman Lorenz Sutherland on Tuesday, September 12, 2017, at 4:00 p.m. in the Power Board Room of the Municipal Building.

Roll was called and the following Board Members were present:

Present           Lynn Horner, Mayor  
                     Frank McKenzie, Vice-Chairman  
                     Scott Monarco, Commissioner  
                     P. Lorenz Sutherland, Chairman

Absent:           Mike Bourget, Commissioner

Also present:   Rick Klein, City Manager  
                     Bill Jackson, Asst. City Manager  
                     Melanie Scofield, City Clerk  
                     Tom Seaba, Water/WW Quality Tech  
                     Joe Kelley, Director of Water & Wastewater  
                     Reuben DeLeon, Electric Superintendent  
                     Aliza Libby-Tucker, Director of Finance  
                     Gary Cranson, ARPA Representative  
                     Edward Vela, Council Member  
                     Kathy DelRio, La Junta  
                     Elaine McIntyre, La Junta  
                     Bette McFarren, Tribune-Democrat

**MINUTES OF PREVIOUS MEETINGS**

Chairman Sutherland asked if there were any corrections to the minutes of the Regular Meeting of August 8, 2017. Hearing none, he declared the minutes approved as published.

**CITIZEN PARTICIPATION**

There was no citizen participation.

**REPORTS**

**A. Water & Wastewater Treatment.** Tom Seaba gave the following report:

1. R.O. Plant
  - AC unit for offices, after many repairs and Band-Aids, has finally quit. Seeking quotes for replacement.
  - Repaired and maintained doors and door locks at well houses and R.O. plant.
  - Repaired water pump#4
2. Distribution
  - Installing main and service line for DOT across highway 50.
3. Wastewater
  - Jetted 10,193 feet of main.
  - Replaced and repaired meters, pumps, and lines on chlorine feed system.
4. All Departments
  - Weed control.
  - Certification testing for 7 employees on September 29<sup>th</sup>.
  - Additional routine maintenance and meter reading.

**B. Power Plant & Distribution.** Reuben DeLeon gave the following report:

1. Electric Line Crew
  - Doing line maintenance on the G52-20 and will continue to do so as needed.
  - Working on new underground primary line that will feed the old Southeast building at 3<sup>rd</sup> and Barnes. Will have to set two new transformers at that location to feed the Dodge dealership and the Southeast building.
  - Finished tree trimming for the season. We totaled 1,280 hours and the trimming went very well as we were able to take out several trees that were going to be a problem in the winter months.
  - Have been reading meters, but with the installation of the new radio read meters, we have been able to cut the reading time down to about four hours per cycle on the old meters. The radio reads can be done in about an hour.
2. Reuben asked Chairman Sutherland if he could re-visit a conversation from the previous meeting regarding Early Settlers. You asked me to meet with Angela Ayala and Rick; she made her presentation along with Mr. Bourget, about not having enough power. I visited with Angela and what she needed was one more outlet. I told her we had that and she said we didn't. So I put in two more outlets and to me it was a waste of money. Those outlets were on the trailer. We're spending money that we shouldn't be spending. When it was all said and done and had everything going, they had one 50 amp being used. At that point in time when they were running, we had four 50 amp available and two 30 amp available. We were not short of power ever. As far as the continuity of power, it happened again that a vendor kicked a breaker. I told him what was wrong but he wasn't satisfied. I told him he was going to have to get an electrician to check his trailer out. He came back the next day after having an electrician look at it and sure enough it was his trailer. We've always had continuity of power. When they have faulty equipment, we can't keep it on.

**C. Sanitation.** Rick Klein gave the following report in Darren's absence:

1. Year-to-date numbers are as follows:
  - Special pickups up by 4
  - 40-yard boxes down by 16
  - 20-yard boxes down by 18
  - Containers from the shop down by 21
  - Compactor Box Service down by 5
  - New dumpster down by 8
  - New 40-yard box rents down by 2
  - New 20-yard box rents down by 1

**D. Finance-2018 Budget.** Aliza Libby-Tucker gave the following report:

1. Did some education on how the budget is created and Finance's role.
2. Explained how to understand each section of the budget book itself.
3. Scheduled a budget meeting on September 25<sup>th</sup> at 6:00 p.m.

Vice-Chairman McKenzie: I have a request, back in the yellow section where we're looking at the overall numbers, the only way you can see if you're making money or losing money is to go back and see if something transfers to and from fund balance. Could you give us a re-cap for the 25<sup>th</sup> so we'll know how big of a deficit we're running? I would like to see how far we're running in the red.

Aliza Libby-Tucker: Yes, I can have that ready.

Chairman Sutherland: I do see some issues that are coming down the pike. I've done my own calculations as far as where we stand or where we don't stand. If it's the desire of the utility board to have our own work session, I would entertain that. There are some future issues we need to talk about.

**A WORK SESSION IS SCHEDULED FOR THE UTILITIES BOARD ON MONDAY,  
SEPTEMBER 25<sup>TH</sup> AT 5:00 P.M.**

**NEW BUSINESS**

**A. A Resolution Recommending to City Council the Adoption of the 2017 Supplemental Budget for the Electric and Water Funds.** Resolution No. RUB-4-2017 was presented for the Board's consideration as follows:

**WHEREAS**, the Board of Utility Commissioners of the City of La Junta have determined that it would be necessary to make additional expenditures in various City Utility Funds; and

**WHEREAS**, the Electric Fund, anticipates expenditures not otherwise anticipated at the time of the creation of the 2017 budget; and

**WHEREAS**, the Water Fund anticipates expenditures not otherwise anticipated at the time of the creation of the 2017 budget; and

**BE IT THEREFORE RESOLVED AS FOLLOWS:**

**BE IT RECOMMENDED** that the Board of Utility Commissioners of the City of La Junta to the City Council amend the 2017 operating budget as follows:

**SECTION 1. Electric Fund** - That an additional \$98,000.00 be appropriated for the following expenditures:

- A. That the expenditures shall be for the following:
  - 1. Critical Loads ..... \$ 35,000.00
  - 2. Electric Plant Roof..... \$ 63,000.00

- B. That the revenue sources shall be as follows:
  - 1. Transfer from Retained Earnings ..... \$ 98,000.00

**SECTION 2. Water Fund** - That an additional \$ 23,000.00 be appropriated for the following expenditures:

- A. That the expenditures shall be for the following:
  - 1. Holbrook Expenses -Supplemental Water. . \$ 23,000.00

- B. That the revenue sources shall be as follows:
  - 1. Transfer from Retained Earnings ..... \$ 23,000.00

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**BE IT FURTHER RESOLVED** that this Resolution be forwarded to the City Council with the request of the Council to amend the 2017 Budget accordingly.

MOTION TO ADOPT RESOLUTION NO. RUB-4-2017 RECOMMENDING TO CITY COUNCIL THE 2017 SUPPLEMENTAL BUDGET FOR THE ELECTRIC AND WATER FUNDS: McKenzie

SECOND: Horner

DISCUSSION: There was no discussion.

VOTE: The motion carried unanimously.

**A. City Manager's Comments.**

1. Been busy working on the Tiger 9 grant.

**B. City Attorney's Comments.**

1. No comments.

**C. Governing Body's Comments.**

1. Vice-Chairman McKenzie: I would like the discussion of removing the moratorium off of the water taps placed on next month's agenda.

There being no further business, the meeting adjourned at 4:38 p.m.

CITY OF LA JUNTA

ATTEST:

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P. Lorenz Sutherland, Chairman

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Melanie R. Scofield, City Clerk

**CITY OF LA JUNTA  
TREATED WATER PUMPING REPORT**

<b>2017 SEPTEMBER</b>	<b>DAILY TOTALS</b>	<b>RUNNING TOTAL</b>	<b>RUNNING AVERAGE</b>
1	2,784,710	2,784,710	2,784,710
2	2,649,148	5,433,858	2,716,929
3	2,692,387	8,126,245	2,708,748
4	2,730,441	10,856,686	2,714,172
5	2,681,163	13,537,849	2,707,570
6	2,557,740	16,095,589	2,682,598
7	3,173,482	19,269,071	2,752,724
8	2,655,404	21,924,475	2,740,559
9	2,561,323	24,485,798	2,720,644
10	2,678,634	27,164,432	2,716,443
11	3,180,662	30,345,094	2,758,645
12	2,540,747	32,885,841	2,740,487
13	2,986,018	35,871,859	2,759,374
14	2,817,640	38,689,499	2,763,536
15	2,853,084	41,542,583	2,769,506
16	2,706,157	44,248,740	2,765,546
17	2,048,270	46,297,010	2,723,354
18	2,427,897	48,724,907	2,706,939
19	2,681,938	51,406,845	2,705,623
20	2,765,138	54,171,983	2,708,599
21	2,553,764	56,725,747	2,701,226
22	2,625,802	59,351,549	2,697,798
23	1,854,170	61,205,719	2,661,118
24	953,795	62,159,514	2,589,980
25	2,575,694	64,735,208	2,589,408
26	1,194,598	65,929,806	2,535,762
27	1,142,178	67,071,984	2,484,148
28	1,612,605	68,684,589	2,453,021
29	1,415,396	70,099,985	2,417,241
30	1,002,159	71,102,144	2,370,071

**WATER PUMPING REPORT - TOTAL MONTHLY AVERAGE AND ANNUAL DAILY AVERAGE**

	ANNUAL MONTHLY AVERAGE												
	2006	2007	2008	2009	2010	2011	from 1978-2005					YEAR	
JANUARY	1,069,100	998,154	828,854	915,182	878,463	991,893						1978	3,417,038
FEBRUARY	1,100,385	1,005,171	795,640	983,965	852,001	980,642						1979	2,359,628
MARCH	1,330,108	1,075,377	1,057,652	1,318,063	941,267	1,148,921						1980	2,340,723
APRIL	2,483,775	1,271,751	1,803,679	1,453,046	1,313,435	2,083,396						1981	2,204,668
MAY	2,848,768	2,058,673	2,487,230	2,415,129	2,300,583	2,797,356						1982	1,981,657
JUNE	3,579,809	2,628,225	3,255,751	2,631,517	3,122,363	3,244,992						1983	2,202,084
JULY	3,011,787	3,443,123	3,642,764	3,047,117	2,868,009	3,333,226						1984	2,077,328
AUGUST	2,539,168	3,246,639	2,473,215	2,874,971	2,866,497	3,240,163						1985	2,041,761
SEPTEMBER	1,799,637	2,503,486	2,377,252	2,283,075	2,935,443	2,588,551						1986	2,448,842
OCTOBER	1,282,737	1,719,798	1,431,962	1,192,195	1,929,252	1,894,996						1987	2,392,992
NOVEMBER	937,937	1,055,925	909,060	879,589	1,037,700	963,713						1988	2,617,253
DECEMBER	907,951	831,666	842,855	916,866	968,315	906,026						1989	2,452,398
<b>Total of Monthly Average</b>	<b>22,891,162</b>	<b>21,837,988</b>	<b>21,905,914</b>	<b>20,910,715</b>	<b>22,013,328</b>	<b>24,173,875</b>						1990	2,274,213
<b>Annual Monthly Average</b>	<b>1,907,597</b>	<b>1,819,832</b>	<b>1,825,493</b>	<b>1,742,560</b>	<b>1,834,444</b>	<b>2,014,490</b>						1991	2,600,497
<b>JANUARY</b>	<b>930,230</b>	<b>976,015</b>	<b>921,401</b>	<b>982,581</b>	<b>951,866</b>	<b>1,008,129</b>						1992	2,468,108
<b>FEBRUARY</b>	<b>903,344</b>	<b>920,841</b>	<b>972,783</b>	<b>899,325</b>	<b>990,441</b>	<b>944,202</b>						1993	2,706,996
<b>MARCH</b>	<b>1,400,422</b>	<b>1,189,742</b>	<b>1,162,262</b>	<b>1,185,289</b>	<b>1,260,958</b>	<b>1,362,603</b>						1994	2,772,865
<b>APRIL</b>	<b>1,919,708</b>	<b>1,555,048</b>	<b>1,628,607</b>	<b>1,951,903</b>	<b>1,675,183</b>	<b>1,531,140</b>						1995	2,599,979
<b>MAY</b>	<b>2,736,470</b>	<b>2,574,223</b>	<b>2,554,895</b>	<b>1,407,158</b>	<b>2,126,396</b>	<b>1,664,063</b>						1996	2,718,012
<b>JUNE</b>	<b>3,780,595</b>	<b>2,945,785</b>	<b>3,116,761</b>	<b>2,443,088</b>	<b>2,684,200</b>	<b>2,792,473</b>						1997	2,778,802
<b>JULY</b>	<b>3,915,341</b>	<b>3,109,772</b>	<b>2,679,176</b>	<b>2,987,266</b>	<b>3,118,577</b>	<b>2,704,002</b>						1998	2,764,985
<b>AUGUST</b>	<b>3,613,710</b>	<b>2,925,098</b>	<b>2,619,138</b>	<b>2,929,069</b>	<b>3,215,891</b>	<b>2,158,243</b>						1999	2,686,897
<b>SEPTEMBER</b>	<b>2,687,163</b>	<b>2,646,114</b>	<b>2,494,287</b>	<b>2,678,312</b>	<b>2,761,297</b>	<b>2,158,243</b>						2000	2,870,918
<b>OCTOBER</b>	<b>1,530,418</b>	<b>1,887,994</b>	<b>1,816,309</b>	<b>1,786,327</b>	<b>2,053,569</b>	<b>2,370,071</b>						2001	2,613,727
<b>NOVEMBER</b>	<b>1,109,195</b>	<b>1,082,438</b>	<b>1,107,138</b>	<b>1,139,791</b>	<b>1,194,828</b>	<b>1,936,373</b>						2002	2,545,514
<b>DECEMBER</b>	<b>986,978</b>	<b>960,383</b>	<b>898,572</b>	<b>919,619</b>	<b>999,685</b>	<b>2,050,567</b>						2003	2,294,070
<b>Total of Monthly Average</b>	<b>25,513,574</b>	<b>22,773,453</b>	<b>21,971,329</b>	<b>21,309,728</b>	<b>23,032,891</b>	<b>16,534,926</b>						2004	1,936,373
<b>Annual Monthly Average</b>	<b>2,126,131</b>	<b>1,897,788</b>	<b>1,830,944</b>	<b>1,775,811</b>	<b>1,919,408</b>	<b>1,377,911</b>						2005	2,050,567

POWER PURCHASE FROM ARPA & ELECTRIC COST ADJUSTMENT

TOTAL SYSTEM KWH

MONTH	2014	2015	2016	2017
JAN.	6,819,049	6,767,763	6,842,501	6,964,077
FEB.	6,164,931	6,157,830	6,191,327	5,933,031
MAR.	6,286,582	6,518,117	6,397,772	6,406,572
APR.	5,993,718	6,245,134	5,976,775	6,196,446
MAY	6,647,721	6,331,967	6,211,417	6,512,628
JUN.	7,762,755	8,148,685	8,102,754	8,110,940
JUL.	8,465,076	9,053,335	9,015,301	9,016,537
AUG.	8,205,024	9,037,856	8,511,350	8,222,713
SEP.	7,103,585	7,934,564	7,197,256	7,198,900
OCT.	6,347,225	6,545,506	6,270,031	
NOV.	6,274,005	6,286,227	5,925,190	
DEC.	6,688,106	6,631,119	6,610,592	
TOTAL	82,757,777	85,658,103	83,252,266	64,561,844

ARPA SYSTEM DEMAND IN KW

MONTH	2014	2015	2016	2017
JAN.	12,827	12,814	12,562	13,873
FEB.	13,532	12,953	12,625	13,079
MAR.	12,902	13,230	12,146	12,222
APR.	12,386	12,310	11,731	13,268
MAY	16,204	13,016	13,205	14,566
JUN.	18,245	18,220	19,139	19,114
JUL.	18,585	19,089	19,303	20,072
AUG.	18,131	19,530	19,064	16,985
SEP.	17,741	17,779	16,065	17,173
OCT.	12,839	12,625	13,910	
NOV.	13,449	12,109	12,134	
DEC.	12,713	12,386	12,967	
TOTAL	179,554	176,061	174,851	140,352

ELECTRIC COST ADJUSTMENT PER KWH

MONTH	2014	2015	2016	2017
JAN.	0.0487382	0.0488222	0.0484725	0.0493404
FEB.	0.0507299	0.0502051	0.049824	0.0508605
MAR.	0.0498706	0.0496734	0.0489523	0.049003
APR.	0.0500451	0.0494158	0.049453	0.0504103
MAY	0.0519836	0.049876	0.0503175	0.0508652
JUN.	0.0512216	0.0504923	0.0512238	0.051191
JUL.	0.0502057	0.0496163	0.0498087	0.0502953
AUG.	0.050332	0.0499187	0.0504522	0.0495025
SEP.	0.052211	0.0505592	0.0506642	
OCT.	0.0496825	0.0490851	0.0508325	
NOV.	0.0503807	0.0491451	0.0499608	
DEC.	0.0488858	0.0487113	0.0494253	
AVERAGE	0.050357225	0.049626708	0.0499489	0.050183525



**RESOLUTION NO. RUB-5-2017**

**WHEREAS**, the proposed budget for the City of La Junta for 2018 has been prepared in conformance with the La Junta City Charter; and

**WHEREAS**, the Board of Utilities Commissioners has reviewed the proposed budget for the Electric Fund, Water Fund, Sewer Fund and other funds associated with the budget over which the Board of Utilities Commissioners has review and authority;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF UTILITIES COMMISSIONERS OF THE CITY OF LA JUNTA** that the proposed 2018 budget for income and expenditures for all funds be recommended to the City Council for the Council's consideration and adoption:

1. Electric Fund	\$12,658,300.00
2. Water Fund	\$ 3,767,400.00
3. Sewer Fund	\$10,760,200.00
4. Sanitation Fund	\$ 1,107,800.00

**ADOPTED** this 10<sup>th</sup> day of October, 2017.

**BOARD OF UTILITIES COMMISSIONERS**

\_\_\_\_\_  
P. Lorenz Sutherland, Chairman

**ATTEST:**

\_\_\_\_\_  
Melanie R. Scofield, City Clerk