

**The Southwestern Water Conservation District**  
West Building, 841 E. 2<sup>nd</sup> Ave.  
Durango, CO 81301

NOTICE IS HEREBY GIVEN  
A Special Board Meeting of the Southwestern Water  
Conservation District will be held via Zoom on

**Tuesday, January 09, 2024**  
**9:00 – 11:00 AM**

[Click here to join Zoom](#)

**Phone Number: (346) 248 7799**

**Meeting ID: 813 5451 4316**

**Passcode: 316817**

Posted and Noticed Monday, January 08, 2024  
**Tentative Special Board Meeting Agenda**

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*SWCD board member will meet via Zoom. Public participation is available via Zoom using the connection information above.*

*Please email morock@swwcd.org if you have difficulty joining the meeting. Please raise your hand to be recognized by the chair. To raise your hand by phone, dial\*9. To raise your hand by computer, please use Alt+Y (Windows) or Option+Y (Mac). To mute and unmute by phone, dial \*6.*

- 1.0 Call to Order - Roll Call and Verification of Quorum (9:00 a.m.)**
- 2.0 Review & Approve the Agenda (9:02 a.m.)**
- 3.0 FY2024 SWCD Budget Hearing & Adoption (9:05 a.m.)**
  - 3.1 Discussion of Proposed FY2024 Budget, including any potential changes
  - 3.2 Proposed 2024 Budget Message
  - 3.3 FY2024 Budget Hearing & Public Comment
  - 3.4 Resolutions to Adopt FY2024 Budget, Appropriate Sums of Money & Set Mill Levy
- 4.0 Review and Possible Approval of Proposed Settlement with Elk Ridge Mining and Reclamation in Case No. 21CW3076, Water Division 4 (10:00 a.m.)**
- 5.0 Executive Session (if needed) (10:30 a.m.)**
- 6.0 Summary and Any Action Items from the Executive Session (if applicable)**

**7.0 Adjournment (11:00 a.m.)**

**Upcoming Meetings**

January 25, 2024	SWCD Special Board Meeting - Legislative Call (Noon)
February 14-15, 2024	SWCD Regular Board Meeting
February 29, 2024	SWCD Special Board Meeting - Legislative Call (Noon)



## THE SOUTHWESTERN WATER CONSERVATION DISTRICT

Developing and Conserving the Waters in the  
SAN JUAN AND DOLORES RIVERS AND THEIR TRIBUTARIES  
West Building – 841 East Second Avenue  
DURANGO, COLORADO 81301  
(970) 247-1302

### BOARD MEMORANDUM

**From:** Steve Wolff & Mo Rock

**Subject:** 2024 Proposed Budget

**Date:** January 4, 2024

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Enclosed are several documents for next week's budget hearing. These include:

- Draft 2024 Budget Message
- Proposed 2024 Budget spreadsheet (including 2023 budget status)
- Suggested Board Motions for the Three Required Budget Resolutions
- Draft Budget Resolutions
  - Adopt the Budget
  - Appropriate Sums of Money
  - Set Mill Levy

### **2023 Budget Status**

Although the financial books for 2023 are not yet finalized, SWCD should close out the year with between \$400,000 and \$500,000 of unexpended funds that were appropriated for the 2023 fiscal year. Unexpended funds were primarily in the grant program, professional support (legal), and general District administration categories. No category was significantly overspent, though we did exceed our Engineering Fees/General line item by an estimated \$20,000 (13%). Overall, the District will end 2023 with a total fund balance of approximately \$5 million (assigned and unassigned).

Final numbers for assignment to the Water Defense and Water Development funds will be presented to the Board at our February Board meeting.

**Proposed 2024 Budget**

Total projected revenues are very similar to what was presented in the October 12 draft budget and are up approximately \$160,000 from 2023. This increase is due to (1) the increase in property values (~\$115,000; though the District is still limited due to TABOR and the 5.5% limitation rules), and (2) an increase investment income (~\$45,000). The proposed 2024 budget shows a positive year-end balance of nearly \$60,000.

Proposed expenditures for 2024 are \$2,063,352. Other than the standard SWCD operating expenses, included in that figure is a \$47,000 carryover in approved grants from 2022 and 2023; potential grant match funds for two different CWCB grants (\$50,000 local capacity grant, \$50,000 technical assistance grant), and pay raises for SWCD staff.

The one significant add-on in this proposed budget as compared to the budget presented to the Board in October, is the proposed additional \$50,000 to be used as a grant match to an additional CWCB grant request. If approved by the Board, the District may apply for a technical assistance grant to support SWCD's ongoing efforts to fund our programmatic water conservation and infrastructure efforts. Applying for this grant will depend on the District, and constituent's needs, and will be discussed with the Board at future meetings, prior to submittal. See the CWCB flyer entitled "Technical Assistance Grants" attached at the end of the Board Packet.



## SOUTHWESTERN WATER CONSERVATION DISTRICT **DRAFT** 2024 BUDGET MESSAGE

### **ABOUT SWCD**

The Southwestern Water Conservation District (“SWCD”) consists of all or part of nine counties in southwestern Colorado: Archuleta, Dolores, La Plata, Montezuma, San Juan, San Miguel, and parts of Hinsdale, Mineral, and Montrose counties. Each Board of County Commissioners appoints a representative to the SWCD Board of Directors. The board meets regularly, and the schedule (while subject to change) is available at [swwcd.org](http://swwcd.org).

SWCD was formed by the Colorado General Assembly on April 16, 1941 and charged with the conservation, use, and development of the water resources of the San Juan and Dolores rivers basins. SWCD is charged by statute ([C.R.S. §37-47-101](http://C.R.S. §37-47-101)) to safeguard for Colorado all waters to which the state of Colorado is equitably entitled and has such powers as are necessary to carry out this mandate. Within [SWCD’s boundaries](#) are the San Juan and Dolores River Basins, in which there are nine distinct watersheds.

Following this mandate, SWCD maintains a broad strategic role on behalf of its diverse constituents. SWCD advocates for southwestern Colorado’s water interests at the local, state, regional, and federal level.

For more information about SWCD, please visit [swwcd.org](http://swwcd.org), call 970-247-1302, or email [info@swwcd.org](mailto:info@swwcd.org). The SWCD office is located at 841 East Second Avenue in Durango, Colorado.

### **BRIEF BUDGET OVERVIEW**

SWCD will provide the following services during the 2024 budget year: support the conservation, development and management of water use in southwestern Colorado; safeguard all waters to which the State is equitably entitled; participate in and provide funding for data collection; support, participate in, and lead local policy efforts; represent southwestern Colorado on federal and state policy concerns; and provide a variety of public education on water-related issues. Finally, SWCD will seek to serve constituents by providing general water information as requested. SWCD’s strategic plan, adopted February 2022, is available at <https://swwcd.org/our-strategic-plan/>.

SWCD’s accounting is performed on a modified accrual basis, consistent with generally accepted accounting practices. SWCD’s financial statements are [audited annually](#).

This budget reflects estimated revenues and proposed expenditures for 2024. For your reference and information, please find below a detailed description of the budget by line item.

### **BUDGET DETAIL: REVENUE**

SWCD's total budgeted revenues for 2024 are projected to be \$2,121,829.

**Property Tax.** SWCD is supported through a mill levy, which is assessed on property located within the District boundaries. Property tax revenues are expected to be approximately \$1,757,666, based on a mill levy of .347. This revenue is based on a combined assessed valuation across nine counties of \$5,058,931,262.

**Tax Increment Finance (TIF) Reimbursement.** This line item tracks annual reimbursements of SWCD's portion of tax increments collected by urban rural authorities (URA) within the SWCD's boundaries. Currently, SWCD has agreements with the City of Durango to reimburse SWCD for SWCD's portion of the tax increment collected by the North Main Gateway URA and the Durango Midtown URA.

**Specific Ownership Tax.** This is a property or ad valorem tax levied in addition to sales (or use) taxes on a motor vehicle and is paid annually when the vehicle is registered within a county. SWCD receives a portion of these taxes collected by the nine counties.

**Interest, PILT, and Other Tax Revenue.** SWCD receives revenue from delinquent tax from prior years that has been recently collected, payment in lieu of tax (PILT), and other miscellaneous taxes.

**Other Income.** SWCD receives interest income and registration fees for SWCD's educational events. SWCD also receives income on behalf of the Water Information Program from its 28 partner entities and educational event registration fees. SWCD also receives partner contributions to help support our streamgaging joint funding agreement with the U.S. Geological Survey.

**TABOR Emergency Contingency Reserve.** This line item is required by the TABOR amendment to the state constitution, which mandates that at least three percent of SWCD's fiscal year spending (excluding bonded debt service) be set aside as a contingency reserve for declared emergencies.

## **BUDGET DETAIL: EXPENDITURES**

SWCD's total appropriation of money to the general fund is \$2,063,352.

## **WATER SUPPLY – QUANTITY AND QUALITY**

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**San Juan Recovery Program Water User Committee.** This line item covers SWCD's 50% cost share for the cost of the two consultants, who participate in the broader San Juan River Basin Recovery Implementation Program (SJRBRIP) on behalf of water users in New Mexico and Colorado. This program works to recover the endangered Colorado pikeminnow and

razorback sucker populations in the San Juan River and its ongoing success protects water uses across the basin.

**Weather Modification in SW Colorado.** SWCD matches local partner commitments to winter cloud seeding, also known as weather modification.

**Public Forums, Data Collection and Related Efforts.**

- **Bonita Peak Community Advisory Group.** This line item supports operational costs for the Bonita Peak Mining District Community Advisory Group.
- **Center for Snow & Avalanche Studies.** This line item supports the Center for Snow & Avalanche Studies, which conducts valuable research on the impacts of dust on snow to runoff.
- **Stream Gaging/Federal.** This line item covers SWCD’s cost share with the US Geological Survey for operation and maintenance of several regional stream gages. SWCD receives partial reimbursement from local partners for some of the stream gages.
- **Stream Gaging/Colorado.** This line item covers the cost for Colorado Division of Water Resources to operate their Cherry Creek and Long Hollow stream gages.
- **San Miguel Watershed Coalition.** This line item covers support for water quality studies and monitoring provided by the San Miguel Watershed Coalition.

**Local Financial Support (Grants).** This line item covers grants that may be awarded through SWCD’s Grant Program to qualified entities that are carrying out projects consistent with SWCD’s statutory purposes.

**Previously Committed Local Financial Support (Grants).** This line item covers any previously committed aid, approved in a prior year, for which the SWCD staff or board approves an extension through 2024.

**WATER POLICY AND LEGISLATION**

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**Federal.**

- **Federal Lobbying Fees.** This line item covers fees related to federal lobbying efforts on behalf of SWCD.
- **Federal Lobbying Expenses.** This line item covers principally travel expenses related to federal lobbying efforts on behalf of SWCD.

**State.**

- **State Lobbying Fees.** This line item covers fees related to contracted state lobbying efforts on behalf of SWCD.
- **State Lobbying Expenses.** This line item covers principally travel expenses related to contracted state lobbying efforts on behalf of SWCD.

**Dues & Memberships.** This line item covers memberships to organizations that provide benefits to SWCD and its constituents.

**TECHNICAL SUPPORT**

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**Legal.**

- **Attorney Fees/General Counsel.** This line item covers attorney fees and legal costs for representation on general matters.
- **Attorney Travel Expenses/General Counsel.** This line item covers travel time and expenses for representation on general legal and litigation matters.
- **Litigation/General Counsel.** This line item covers attorney fees and legal costs for representation.
- **Attorney Fees/Special Counsel.** This line item covers fees for special legal counsel in matters related to SWCD's water rights and on certain employment matters.
- **Attorney Expenses/Special Counsel.** This line item covers expenses for special legal counsel.

**Engineering and Other Technical Services.**

- **Engineering Fees/General.** This line item covers fees and expenses related to engineering activities.
- **Engineering Fees/Modeling.** This line item covers modeling efforts necessary to support and assess inter- and intrastate water administration scenarios.

**Other Technical Services.** This line item covers other contracted technical services (non-engineering) that may arise during the year, such as water quality support, other technical needs, as well as funding to be used as match requirement for grant applications to enhance District capacity.

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**WATER EDUCATION & OUTREACH**

**Other Event Sponsorships.** This line item covers SWCD support for water-related events regionally and locally.

**SWCD Children's Water Festival.** This line item covers all costs related to SWCD's Annual Children's Water Festival, at which more than 700 fifth graders from across southwestern Colorado engage in educational programs for a full day at Fort Lewis College each May.

**SWCD Southwest Water Seminar.** This line item covers all costs related to SWCD's Annual Water Seminar, which nearly 300 people attend each year to hear from state and local water experts.

**SWCD Water Leaders Program Scholarship.** This line item allows SWCD to potentially support all or a portion of tuition for any professionals from southwestern Colorado accepted to the statewide Water Leaders Program.

**Water Connections Event.** This line item covers all costs related to SWCD's fall educational event, "Water Connections," which has been held with other sponsoring partners.

**Water Education Colorado.** This line item covers SWCD's support for the programming and content produced by Water Education Colorado, a statewide educational organization.



**Watershed Education Program.** This line item covers support for the Watershed Education Program, which provides water-related field trips throughout the year to elementary students in the Upper and Lower San Miguel basin.

## **WATER INFORMATION PROGRAM**

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This line item covers all program expenses related to operation of the Water Information Program (WIP), which is presently financially supported by 29 partners in southwestern Colorado, with a dollar-for-dollar match from SWCD for partner contributions. Also included are any revenue generated from sponsored events (e.g. “Water Law in a Nutshell”). WIP provides balanced water-related educational content and programming to our nine-county region. This line item includes the cost of the independent contractor who manages the Water Information Program. As noted under budgeted revenue, among the Water Information Program’s revenue is an estimated \$37,985 from local partners for 2024.

## **DISTRICT ADMINISTRATION**

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### **Board of Directors.**

- **Director Fees.** The board members are eligible to receive \$100 per day while engaged in SWCD business.
- **Director Travel.** This line item includes mileage, lodging, flights, meals, and any other travel costs incurred by board members while conducting SWCD business.

### **Staffing.**

- **Wages – General Manager.** This line item covers wages for SWCD’s general manager.
- **Wages – Programs Coordinator.** This line item covers wages for SWCD’s programs coordinator.
- **Wages – Payroll Taxes.** This line item includes SWCD’s payroll taxes for two employees.
- **Wages – Retirement Benefit.** This line item includes SWCD’s retirement plan contributions for two employees. SWCD equally matches each employee’s personal contributions to their retirement plan, up to 5% of their annual salary.
- **Wages – Health & Life Insurance.** This line item includes the maximum amount that SWCD will contribute towards the payment of certain health and life insurance premiums for SWCD’s two employees and, in the case of health insurance, any qualified dependents.

### **Administrative Expenses.**

- **Accounting.** This line item covers any costs related to SWCD accounting, such as accounting software or consultation with professional accountants.

- **The Payroll Department.** This line item covers SWCD's fees for using The Payroll Department to process payroll, payroll taxes, and process and distribute tax documents.
- **Audit.** This line item covers the cost of the annual audit of SWCD's financial statements, which is provided to the state by July 31 each year.
- **Capital Outlay.** This line item covers any purchases of items such as computers, other office equipment, or furniture.
- **Casual Labor.** This line item covers any one-time labor needs, such as movers or event support.
- **SDA Membership.** This line item covers SWCD's Special District Association (SDA) membership.
- **Insurance – General Liability.** This line item covers general liability insurance for SWCD, public officials' liability, excess liability, and SWCD's worker's compensation policy.
- **Legal Notice.** This line item includes SWCD's noticing of the budget hearing annually in local papers in each of the nine counties.
- **Meeting Expenses.** This line item covers all meals, venue costs, facilitation, and other meeting-related expenses. This line item also includes all costs related to coordination of the board's remote meeting and basin tour.
- **Miscellaneous Expenses.** This line items covers any expenses that do not clearly fall into another category, such as flowers for a hospitalized colleague or director.
- **Office Expenses.** This line item includes office supplies, consumable supplies, copy costs, software purchases, subscriptions, and other office-related needs.
- **Postage.** This line item covers postage costs for office mailings, principally board packets.
- **Registration Fees.** This line item covers conference, seminar or other event registration fees for board or staff.
- **Staff Training & Professional Development.** This line item covers the cost of courses or training for staff.
- **Telecommunications & IT Support.** This line item includes SWCD's phone, internet, teleconferencing, and website services.

**Staff Travel.** This line item reimburses staff for mileage, lodging, flights, meals, and any other travel costs incurred while conducting SWCD business.

**Rent.** This line item includes monthly rent for SWCD's current office space, related utilities, parking spaces, and storage.

**County Treasurer Fees.** This line item covers fees charged by the nine counties to collect and disburse property tax revenue on behalf of SWCD. Country Treasurer Fees are estimated at three percent of total tax revenue budgeted.

**SWCD Contingency Reserve.** This line item allows for expenses which may be incurred in 2024 but which are uncertain at the time of budget adoption. It is intended that the contingency may be used to cover any line item in the budget or cover new SWCD expenses. As recommended by the auditor, this line item is zero for 2024.

**SWCD - Proposed 2024 Budget (1/03/24)**

	ADOPTED BUDGET 2022	ADOPTED BUDGET 2023	2023 Expenditures thru November 2023	% of Total 2023	Proposed Budget 2024	NOTES FOR BOARD & STAFF
<b>Beginning Fund Balance</b>	4,147,304	4,493,502	4,500,222		5,013,224	
<b>REVENUES</b>						
<b>Property Tax</b>	1,575,682	1,646,892	1,615,888	98.1%	1,757,666	Net AV: \$5,058,931,262; Mil = .347
<b>TIF Reimbursement</b>	970	1,104	1,067	96.7%	1,148	Durango North Main and Midtown URAs
<b>Specific Ownership Tax</b>	120,000	120,000	125,109	104.3%	130,000	
<b>Interest, PILT &amp; Other Tax Revenue</b>	35,500	35,500	28,851	81.3%	30,000	
<b>Other Income</b>	76,000	102,550	144,418	140.8%	203,015	
Interest Earned	30,000	55,000	70,793	128.7%	100,000	Investment and loan interest
Miscellaneous	5,200	0		0.0%	0	
SWCD Event Registration	2,000	10,000	10,625	106.3%	12,500	
USGS Partner Contributions		-	29,415		45,080	
Water Information Program - Partner Contributions	38,800	37,550	33,585	89.4%	37,985	WIP Proposed
Water Information Program - Registration Income			9,260		7,000	WIP Proposed
Water Information Program - Income Interest			416		450	WIP Proposed (250), Updated to 450 with November Numbers
<b>TOTAL REVENUES</b>	<b>1,808,152</b>	<b>1,906,046</b>	<b>1,915,332</b>	<b>100.5%</b>	<b>2,121,829</b>	
<b>TABOR Emergency Contingency Reserve</b>	(56,148)	(56,980)	(56,980)		(61,901)	3% of total budgeted expenses
<b>TOTAL RESOURCES</b>	<b>5,899,308</b>	<b>6,342,568</b>	<b>6,358,574</b>		<b>7,073,152</b>	
<b>EXPENDITURES</b>						
<b>Water Supply - Quantity &amp; Quality</b>	519,222	496,981	401,285	80.7%	554,050	
San Juan Recovery Program Water User Cmt	38,112	55,260	55,260	100.0%	55,260	
Weather Modification in SW Colorado	80,000	81,000	78,772	97.2%	78,156	
Public Forums, Data Collection and Related Efforts	106,716	80,721	75,097	93.0%	123,634	
Bonita Peak Community Advisory Group	5,000	5,000	5,000	100.0%	5,000	
Center for Snow & Avalanche Studies	7,000	7,000	7,000	100.0%	7,000	
Stream Gaging/Federal	79,076	53,081	56,097	105.7%	101,994	SWCD Contributions = \$56,914
Stream Gaging/Colorado	2,640	2,640		0.0%	2,640	
San Miguel Watershed Coalition	13,000	13,000	7,000	53.8%	7,000	
Local Financial Support (Grants)	250,000	250,000	192,156	76.9%	250,000	
Previously Committed Local Financial Support (Grants)	44,394	30,000		0.0%	47,000	Upper San Juan WEP - 2022 & 2023 Grants
<b>Water Policy &amp; Legislation</b>	103,300	101,600	91,611	90.2%	100,318	
Federal	55,500	55,500	52,766	95.1%	55,500	
Lobbying Fees	50,000	50,000	50,000	100.0%	50,000	
Lobbying Expenses	5,500	5,500	2,766	50.3%	5,500	
State	21,300	23,600	20,600		24,218	
Lobbying Fees	20,300	20,600	20,600	100.0%	21,218	
Lobbying Expenses	1,000	3,000			3,000	

**SWCD - Proposed 2024 Budget (1/03/24)**

	ADOPTED BUDGET 2022	ADOPTED BUDGET 2023	2023 Expenditures thru November 2023	% of Total 2023	Proposed Budget 2024	NOTES FOR BOARD & STAFF
Dues & Memberships	26,500	22,500	18,245	81.1%	20,600	
Club 20	300	300	300	100.0%	300	
Colorado River Water Users Association	200	200		0.0%	-	
Colorado Water Congress	15,000	11,000	7,645	69.5%	10,000	
Ditch & Reservoir Company Alliance	500	500	500	100.0%	500	
Family Farm Alliance	10,000	10,000	9,300	93.0%	9,300	
Four Corners Farmers & Ranchers Coalition	500	500	500	100.0%	500	
<b>Professional Support</b>	<b>695,000</b>	<b>700,000</b>	<b>422,119</b>	<b>60.3%</b>	<b>775,000</b>	
Legal	400,000	400,000	246,315	61.6%	400,000	
Attorney Fees/General Counsel	300,000	300,000	184,910	61.6%	300,000	
Attorney Travel Exps/General Counsel	20,000	20,000	14,321	71.6%	20,000	
Litigation/General Counsel	40,000	50,000	42,838	85.7%	50,000	
Attorney Fees/Special Counsel	35,000	25,000	4,237	16.9%	25,000	
Attorney Exps/Special Counsel	5,000	5,000	8	0.2%	5,000	
Engineering	195,000	225,000	175,804	78.1%	225,000	
Engineering Fees/General	145,000	150,000	158,034	105.4%	175,000	
Engineering Fees/Modeling	50,000	75,000	17,770	23.7%	50,000	
Other Technical Services	100,000	75,000	0	0.0%	150,000	
Technical Support	100,000	75,000	0	0.0%	50,000	e.g. water quality and other technical support
CWCB Local Capacity Grant (Community Navigator) Match					50,000	Match Funds for possible CWCB Grant - Grant Writing/Coord.
<b>CWCB Technical Services Grant Match</b>					<b>50,000</b>	Match Funds for possible CWCB Grant - Design & Engineering
<b>Water Education &amp; Outreach</b>	<b>55,500</b>	<b>67,000</b>	<b>58,822</b>	<b>87.8%</b>	<b>74,750</b>	
Event Sponsorships (≤ \$1,000 GM discretion; > \$1,000 needs Board approval)	6,000	6,000	1,973	32.9%	6,000	
SWCD Children's Water Festival	10,500	10,500	11,891	113.2%	10,500	
SWCD Southwest Water Seminar	18,000	28,000	28,394	101.4%	35,000	Estimated revenues of \$12,500 (see line 15)
SWCD Water Leaders Program Scholarship	5,000	4,500	4,500	100.0%	4,750	
Water Connections Event	-	2,000	2,063	103.2%	2,500	Increasing Food Prices
Water Education Colorado	10,000	10,000	10,000	100.0%	10,000	
Watershed Education Program (Telluride Institute)	6,000	6,000		0.0%	6,000	
<b>Water Information Program</b>	<b>85,295</b>	<b>80,110</b>	<b>71,155</b>	<b>88.8%</b>	<b>82,150</b>	WIP Proposed; SWCD Contribution = \$37,985

**SWCD - Proposed 2024 Budget (1/03/24)**

	ADOPTED BUDGET 2022	ADOPTED BUDGET 2023	2023 Expenditures thru November 2023	% of Total 2023	Proposed Budget 2024	NOTES FOR BOARD & STAFF
<b>District Administration</b>	389,362	399,530	304,212	76.1%	419,520	
Board of Directors	40,000	35,000	18,352	52.4%	30,000	
Director Fees	20,000	20,000	10,800	54.0%	15,000	
Director Travel	20,000	15,000	7,552	50.3%	15,000	
Staffing	237,222	245,950	190,660	77.5%	263,050	
Wages - General Manager	130,000	130,000	101,680	78.2%	145,000	
Wages - Programs Coordinator	51,905	60,000	35,603	59.3%	60,000	
Wages - Payroll Taxes	16,371	17,100	15,682	91.7%	18,450	
Wages - Retirement Benefit	9,095	9,500	8,519	89.7%	10,250	5% employer match
Wages - Health & Life Insurance	29,350	29,350	27,146	92.5%	29,350	Up to \$1200/mo/empl + life insurance
Recruitment	500		2,030			
Administrative Expenses	60,100	65,900	46,122	70.0%	67,970	
Accounting	5,000	5,000	5,486	109.7%	5,000	
Payroll Department Fees					3,000	
Audit	9,000	10,000	11,309	113.1%	10,500	
Capital Outlay	5,000	5,000	189	3.8%	5,000	
Casual Labor	200	200		0.0%	200	
SDA Membership	1,500	1,500	1,238	82.5%	1,500	
Equipment Leasing	1,800	-			-	
Insurance - General Liability	8,000	8,500	8,522	100.3%	8,750	Increase estimation for 2024
Legal Notice	600	200	503	251.3%	520	Increase based on 2023 Costs
Meeting Expenses	5,000	7,500	2,185	29.1%	7,500	
Miscellaneous Expenses	500	500	250	50.0%	500	
Office Expenses	6,000	7,000	5,334	76.2%	7,000	
Postage	3,000	2,500	359	14.4%	2,500	
Registration Fees	8,500	8,000	6,944	86.8%	10,000	
Staff Training & Professional Development	2,500	2,500		0.0%	2,500	
Telecommunications/IT Support	3,500	7,500	3,805	50.7%	3,500	
Staff Travel	20,000	20,000	17,357	86.8%	25,000	
Rent	32,040	32,680	31,721	97.1%	33,500	
<b>County Treasurer Fees</b>	51,965	54,105	53,127	98.2%	57,564	
<b>SWCD Contingency Reserve</b>	75,000	0			0	
<b>TOTAL EXPENDITURES (TOTAL APPROPRIATED FUNDS)</b>	<b>\$1,974,644</b>	<b>\$1,899,326</b>	<b>\$1,402,331</b>	<b>73.8%</b>	<b>\$2,063,352</b>	
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(\$166,492)</b>	<b>\$6,720</b>	<b>\$513,002</b>		<b>\$58,477</b>	
<b>ENDING FUND BALANCE</b>	<b>\$3,980,812</b>	<b>\$4,500,222</b>	<b>\$5,013,224</b>		<b>\$5,071,700</b>	
<i>Restricted - 3% TABOR reserve</i>						
<i>Committed - Undisbursed grants</i>						
<i>Assigned - WIP year end carryover</i>						
<i>Assigned - SWCD Water Defense</i>						
<i>Assigned - SWCD Water Development</i>						
<i>Unassigned - i.e. general operating for 1Q</i>						

# WATER INFORMATION PROGRAM 2024 DRAFT BUDGET

As of Sept. 6, 2023	ADOPTED BUDGET 2022	ESTIMATED YEAR END 2022	ADOPTED BUDGET 2023	ESTIMATED TO DATE 2023	ESTIMATED BUDGET 2024	
<b>Beginning Balance</b>	124,651	124,651	124,651	125,276	125,886	EOY 22 is \$625 off - Beginning Balance 2024 is Estimated
<i>*Red indicates revised totals</i>						
<b>Revenues</b>						
<b>Partner Support</b>	32,600	30,300	31,750	33,935	37,985	
Animas La Plata Water Conservancy District	5,000	5,000	5,000	5,000	7,000	Increase of \$2000
Animas Water Company	350	-	500	500	500	
CWR&PDA	2,000	2,000	2,000	2,000	2,200	Requesting Increase
Dolores Water Conservancy District	4,000	3,500	3,500	3,500	2,500	Decreased by \$1000
City of Cortez				1,000	1,000	
City of Durango	2,000	2,000	2,000	2,300	2,500	\$200.00 Confirmed increase
Empire Electric Association	500	500	500	500	500	
Florida Water Conservancy District	1,000	1,000	1,000	1,000	1,000	
Four Corners Water Center at Fort Lewis College	350	350	350			In-kind donation of \$300
Harris Water Engineering	500	500	500	500	500	
High Desert Conservation District	250	250	250	300	300	
Kogovsek & Associates	1,000	1,000	1,000	1,000	1,000	
La Plata Archuleta Water District	2,200	2,200	2,200	2,200	2,600	\$400 Confirmed Increase
La Plata Conservation District	300	300	300	300	300	
La Plata Electric Association	500	-	500	500	500	
La Plata Water Conservancy District	100	100	100	150	150	
La Plata West Water Authority	200	200	200	300	300	
Lake Durango Water Authority	500	500	500	500	500	
Mancos Conservation District	300	300	300	360	360	
Montezuma Valley Irrigation Company	500	-	-			Has not been able to contribute for past couple of years
Pagosa Area Water & Sanitation District	3,000	3,000	3,000	3,000	3,300	Requesting Increase
Pine River Soil Conservation District	2,500	2,500	2,500	2,500	2,500	
Pine River Irrigation District	1,000	1,000	1,000	1,150	1,150	
San Juan Water Conservancy District	2,500	2,500	2,500	2,875	2,875	
SGM	500	500	500	1,000	1,000	
Southern Ute Indian Tribe					1,500	Possible new Partner; waiting to hear back
The Nature Conservancy	500	500	500	800	800	
Town of Silverton	50	-	50		50	
Town of Telluride	200	200	200	200	200	
Trout Unlimited (Five Rivers Chapter)	400	400	400	500	500	
Wright Water Engineers	400	-	400		400	
<b>SWCD Matching Contribution</b>	32,600	30,300	31,750	31,750	37,985	
						3295.00 (Water Law Realtors - Jan 19) + \$4000.00 as of 9/5 for 9/28 course
<b>Program Registrations</b>	6,000	12,515	6,000	7,295	7,000	
<b>Account Interest</b>	200	400	300	416	450	
<b>TOTAL REVENUES</b>	71,400	73,515	69,800	73,200	83,420	



**Suggested SWCD Budget Motions:**

**Adopt the Budget**

Option 1: Move to approve Resolution 2024-01 to adopt the 2024 budget as proposed.

OR

Option 2: Move to approve Resolution 2024-01 to adopt the 2024 budget with the adjustments made by the board at today's meeting, which are more specifically: \_\_\_\_\_.

**Appropriate Sums of Money**

Option 1: Move to approve Resolution 2024-02 to appropriate funds in the amount of \$2,063,352 to be spent in 2024.

OR

Option 2: Move to approve Resolution 2024-02 to appropriate funds in the amount of \$ \_\_\_\_\_ to be spent in 2024, as adjusted at today's meeting.

**Set Mill Levy**

Move to approve Resolution 2024-03 to certify a mill levy of .347 on the assessed valuation of \$5,058,931,262 (five billion, 58 million, 931 thousand, 262 dollars) to generate revenue of \$1,757,666 in 2024.





**SOUTHWESTERN WATER CONSERVATION DISTRICT  
RESOLUTION 2024-01 TO ADOPT BUDGET  
(Pursuant to 29-1-108, C.R.S)**

**A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR THE GENERAL FUND AND ADOPTING A BUDGET FOR THE SOUTHWESTERN WATER CONSERVATION DISTRICT FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2024 AND ENDING ON THE LAST DAY OF DECEMBER 2024.**

**WHEREAS**, the Board of Directors of Southwestern Water Conservation District has appointed General Manager Steve Wolff as Budget Officer to prepare and submit a proposed budget to said governing body at the proper time; and

**WHEREAS**, Budget Officer Steve Wolff has submitted a proposed budget to this governing body on October 12, 2023, for its consideration; and

**WHEREAS**, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on January 9, 2024, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget; and

**WHEREAS**, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTHWESTERN WATER CONSERVATION DISTRICT, COLORADO:**

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Southwestern Water Conservation District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Budget Officer and made a part of the public records of the District.

**ADOPTED, THIS 9<sup>TH</sup> DAY OF JANUARY 2024**

Attest:

\_\_\_\_\_  
Jenny Russell, President

\_\_\_\_\_  
Charles Smith, Secretary-Treasurer

**SOUTHWESTERN WATER CONSERVATION DISTRICT  
RESOLUTION 2024-02 TO APPROPRIATE SUMS OF MONEY**  
(Pursuant to Section 29-1-108, C.R.S.)

**A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE GENERAL FUND OF THE SOUTHWESTERN WATER CONSERVATION DISTRICT, COLORADO FOR THE 2024 BUDGET YEAR IN THE AMOUNT AND FOR THE PURPOSES SET FORTH BELOW:**

**WHEREAS**, the Board of Directors of the Southwestern Water Conservation District adopted the annual budget in accordance with the Local Government Budget Law on January 9, 2024; and

**WHEREAS**, the Board of Directors has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

**WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Southwestern Water Conservation District.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTHWESTERN WATER CONSERVATION DISTRICT, COLORADO,**

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

**TOTAL GENERAL FUND**                      \$2,063,352

**ADOPTED THIS 9<sup>TH</sup> DAY OF JANUARY 2024**

Attest:

\_\_\_\_\_  
Jenny Russell, President

\_\_\_\_\_  
Charles Smith, Secretary-Treasurer

**SOUTHWESTERN WATER CONSERVATION DISTRICT  
RESOLUTION 2024-03 TO SET MILL LEVIES  
(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)**

**A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2023 TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE SOUTHWESTERN WATER CONSERVATION DISTRICT, COLORADO, FOR THE 2024 BUDGET YEAR.**

**WHEREAS**, the Board of Directors of Southwestern Water Conservation District, has adopted the annual budget in accordance with the Local Government Budget Law, on January 9, 2024, and;

**WHEREAS**, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$1,757,666, and;

**WHEREAS**, the 2023 valuation for assessment for the Southwestern Water Conservation District as certified by the County Assessors is \$5,058,931,262.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTHWESTERN WATER CONSERVATION DISTRICT, COLORADO:**

Section 1. That for the purpose of meeting all general operating expenses of the Southwestern Water Conservation District and implementing a temporary tax reduction during the 2024 budget year, there is hereby levied a tax of .347 mills upon each dollar of the total valuation for assessment of all taxable property within the Southwestern Water Conservation District for the year 2023.

Section 2. That Steve Wolff, Budget Officer, is hereby authorized and directed to immediately certify to the County Commissioners of Archuleta, Dolores, Hinsdale, La Plata, Mineral, Montezuma, Montrose, San Juan and San Miguel Counties, Colorado, the mill levy for the Southwestern Water Conservation District as hereinabove determined and set.

ADOPTED this 9<sup>h</sup> day of January, 2024.

Attest:

\_\_\_\_\_  
Jenny Russell, President

\_\_\_\_\_  
Charles Smith, Secretary-Treasurer



**COLORADO**

**Colorado Water  
Conservation Board**

Department of Natural Resources

# TECHNICAL ASSISTANCE GRANTS

<https://cwcb.colorado.gov/federal-technical-assistance>

## NEED ASSISTANCE WITH GRANTS?

Want to apply for federal water grants but don't have the staff capacity?

The **Colorado Water Conservation Board's** [Federal Technical Assistance Program](#) can help eligible entities review the many federal funding opportunities currently available for water projects, then prepare and submit federal grant applications. The Program can also help enhance projects prior to application with feasibility studies, planning, and partial design/engineering so that they stand out in the highly competitive federal grant process.

## GRANT TYPES

Two grants types are available through the Federal Technical Assistance Grant Program:

- **Technical Assistance Grants:** These are awards to grantees who want to utilize a contractor hired by the Colorado Water Conservation Board. This contractor can provide a wide variety of water project services, including researching federal grant opportunities, project design, partial engineering, cost estimation and federal application development/grant writing.
- **Local Capacity Grants:** These are direct awards to grantees to secure the resources they need (contractors or otherwise) to develop projects and submit competitive federal grant applications.

## WHO CAN APPLY?

A wide variety of water management and infrastructure projects are eligible for the Program, but all projects must help advance the goals of the Colorado Water Plan. Eligible applicants include:

- **Governmental entities:** municipalities, districts, enterprises, counties, and State of Colorado agencies. Covered Entities as defined in Section 37-60-126, C.R.S., are eligible if the applicant has adopted an approved water conservation plan
- **Private entities:** mutual ditch companies, non-profit corporations, and partnerships



The Federal Technical Assistance Program is accepting applications on a rolling basis through fall 2024. All grant awards must be fully expended by December 2026.

A minimum of 25 percent of the total project cost must be provided by grantees as matching funds.

## CONTACT

Contact Michael Regan ([michael.regan@state.co.us](mailto:michael.regan@state.co.us)) to schedule a brief pre-application meeting. Based on discussion at this meeting, applicants can prepare and submit applications for either Technical Assistance grants or Local Capacity grants via the [CWCB Grants Portal](#).