



# GREEN MOUNTAIN WATER & SANITATION DISTRICT

**Board of Directors Regular Meeting  
October 10, 2023**

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Lakewood, CO 80228  
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## NOTICE OF REGULAR MEETING

### GREEN MOUNTAIN WATER AND SANITATION DISTRICT

October 10, 2023.

NOTICE IS HEREBY GIVEN that the Board of Directors of the GREEN MOUNTAIN WATER AND SANITATION DISTRICT, of the County of Jefferson, State of Colorado, will hold a regular meeting at 6:00 p.m., Tuesday October 10, 2023, at 13919 W. Utah Ave., Lakewood, Colorado 80228. This meeting will be held for the purpose of conducting such business as may come before the Board. This meeting is open to the public.

VIRTUAL MEETING OPTION: For those who may not be able to attend in person, the District will offer the option of participating in this meeting by a video/conference call. To attend, please go to:

<https://us06web.zoom.us/j/89533225776>

Or call [+1 669 900 6833](tel:+16699006833) and enter the Meeting ID.

**Meeting ID: 895 3322 5776**

To troubleshoot issues with connection at the time of the meeting, please follow this link <https://support.zoom.us/hc/en-us/sections/200305593-Troubleshooting>

If you still experience issues, email [customerservice@greenmountainwater.org](mailto:customerservice@greenmountainwater.org) and our IT staff will assist you as soon as possible.

The District does not discriminate on the basis of race, age, national origin, color, creed, religion, sex, sexual orientation or disability in the provision of services. People with disabilities needing reasonable accommodation to attend or participate in a District Board meeting can call (303) 985-1581 or email [customerservice@greenmountainwater.org](mailto:customerservice@greenmountainwater.org) for assistance. Please give notice as far in advance as possible so we can accommodate your request.

#### **Board Members**

Karen Morgan President May 2027

David Garner Vice President May 2025

Todd Hooks Treasure May 2027

David Wiechman Secretary May 2025

Roger J. Wendell May 2025

1. **Call to Order/Declaration of Quorum**
2. **Directors' Matters: Disclosure Matters**
3. **Approval of/ Additions to/Deletions from the Agenda**
4. **Public Comment (limit 5 minutes per person)**

Per passed Motion of the GMWSD Board of Directors, May 11, 2021: Members of the public wishing to address the board during the public comment period are asked to keep the comments civil and related to the items in the agenda, or to the conduct of the district business. Members of the public wishing to address the Board will be recognized by the board to maintain proper decorum.

Since the Green Mountain Water and Sanitation District board values your input, we always offer additional opportunities for the public to provide comments by using the district's email system or by phoning into customer service in the event they do not get on during the meeting during the period set aside for the public comment.

**5. Approval of Minutes**

- a. May 9<sup>th</sup> meeting minutes [pg 5](#)
- b. June 13<sup>th</sup> meeting minutes [pg 12](#)
- c. June 20<sup>th</sup> meeting minutes [pg 19](#)
- d. June 28<sup>th</sup> meeting minutes [pg 22](#)
- e. July 11<sup>th</sup> meeting minutes [pg 25](#)
- f. July 18<sup>th</sup> meeting minutes [pg 33](#)
- g. July 28<sup>th</sup> meeting minutes [pg 36](#)

**6. Financial Matters (Doug Pavlich) [pg 38](#)**

- a. September/October 2023 Daily/Monthly Operating Expenses & Capital Expenditures [pg 39](#)
- b. September 2023 Unaudited Financial & Investment Report [46](#)
- c. Presentation of 2024 Draft Budget

**7. District Engineer Report [pg 60](#)**

- a. Maintenance & Operation Report – Josh Stanley [pg 62](#)
- b. District Engineers Report – Mike Yost [pg 63](#)
  - i. Development Review
    - 1. Motion: Send letter from Board to developer reviewing the inadequacies of the environmental report and initiating a more comprehensive study Infrastructure Replacement Projects
  - ii. Infrastructure Replacement Projects
  - iii. Engineering Projects
    - 1. District Managers Search
    - 2. Consulting Engineer Selection
      - a. Motion Request: Select Miller & Olsson for on-call engineering service & Authorize District Engineer to develop Standard GMWSD Engineering Contract

**8. Director's Matters**

- a. District Manager Search Update
- b. Discussion of New Minute Taker

**9. Legal Matters (Dylan Woods, Title 32 Attorney for the District)**

**10. Executive Session** Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:

- a. Fossil Ridge
- b. Ravine Bridge agreement status and negotiations
- c. Federal Center
- d. Big Sky

**11. Legal Matters – Any actions resulting from executive session**

**12. New Business**

**13. Adjourn**

**BY ORDER OF THE BOARD OF DIRECTORS:  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT**

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

May 9, 2023

A Regular Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, May 9, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Regular meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:</p> <p>Karen Morgan, Vice President Dave Wiechman, Secretary Todd Hooks, Treasurer Roger J. Wendell, Director</p> <p>Also present were: Jeff Tyus – District Manager Dylan Woods – Attorney Sam McKay Jeff Baker David Garner Mike Yost Kathy Zawistowski Imara Ludmila John Henderson</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of all Directors, called to order the Regular Meeting of the Board of the Green Mountain Water and Sanitation District at 6:00 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>There were no disclosure matters.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>Director Morgan noted there was an addition to the agenda, adding Super Majority Vote to item 10b.</p> <p>Director Morgan MOVED to separate Election Results and Curing the Board</p>

	<p>Vacancy. Director Hooks seconded, following discussion and upon vote, the motion was PASSED unanimously.</p> <p>Director Morgan MOVED to add a Legislative update to item 10c. Director Wendell seconded, following discussion and upon vote, the motion was PASSED unanimously.</p>
<p><b>Public Comment:</b></p>	<p>Director Morgan opened Public Comment:</p> <p>Mike Yost – is a retired Civil Engineer, was thinking about running for a seat on the Board in 2025, however, now that the process is speeding up due to a vacancy, he would like to run for the available seat on the Board. He has a history of working as a Civil Engineer, mostly wastewater specifically for local governments, cities, counties and municipalities. He still has all of his professional licenses even though he is retired. He also is interested in helping the District obtain grant money from Federal and local agencies.</p> <p>Charles – has submitted his resume and interest in becoming a Board member.</p> <p>Kathy Zawistowski – homeowner who is here to continue to support her community in hopes the Board will find a solution to closing the Ravines bridge.</p> <p>Jeff Baker – stated that the community efforts to keep the Ravines bridges open would be better focused on the City of Lakewood, Adam Paul the Mayor and City Council. He would like to see them leave the water and sanitation district alone. Mr. Baker suggested the Board post the Super Majority Resolution on the website for the public.</p> <p>Imara – Thanked Jeff Baker for all he’s done for the District. She also congratulated Director Hooks and Director Morgan for</p>

	<p>being re-elected. Ms. Imara’s comment was directed towards the vacant seat on the Board. She is urging the Board to consider Randy Little, who had the courage to run in the regular election, receiving 1,209 votes (38%). She suggested that rather than three (3) people tonight selecting one (1) person, the Board should listen to the 1,209 constituents that voted for Mr. Little in the regular election.</p> <p>Ludmila – would like to nominate Dave Gardener for the vacant Board seat.</p> <p>John Henderson – wanted to share some highlights of his blog regarding extra territorial service which appear to have been written at a time when the Board was heavily influenced by the Developer and perhaps had a stronger interest in those passions at an earlier time. Given the change in 2018 and going forward it might be an opportunity to return to the roots of the District and the service plan as opposed to the characterization of the district’s purpose and mission in what he would consider outdated rules and regulations.</p> <p>There being no further comments from the public Director Morgan closed public comment.</p>
<b>Election Results</b>	<p>Mr. Woods presented – CRS, the election DEO, will certify the results after their May 11<sup>th</sup> meeting. CRS or Mr. Woods will then circulate and administer the Oath’s of Office to those who were re-elected, which must be done in 30 days after the election. Those oaths will be filed with the District Court and DOLA.</p>
<b>Curing Board Vacancy: Appointing New Director</b>	<p>Mr. Woods presented the requirements for appointing a new director to the Board.</p>

	Director Hooks MOVED to appoint Dave Garner to the Board. Director Morgan seconded, following discussion and upon vote the motion PASSED unanimously.
<b>Election of Officers</b>	No action was taken at this time. It will be on the agenda for the June meeting
<b>District Manager Report</b>  a. Full Report i. Recognition ii. Dashboards iii. Maintenance Report iv. Project Management v. Operations	This information was provided in the meeting packet, there were no questions or concerns from the Board.
<b>Capital and Construction Projects</b>  Project Construction Report Spreadsheet  i. Sewer Pipe Lining Bear Creek Golf Course  ii. Collection Sewer Pipe Kipling  iii. RFI Ravines Structure, award bid  iv. RFI Replacement Water Line Pipe Atlantic review and manage, award bid	<p>Scheduled to be done by the end of the month and moving quickly.</p> <p>In full force and moving quickly. Could be done in the next couple of weeks.</p> <p>Director Wendell MOVED to award JVA the bid on replacing the water line pipe on Atlantic Ave and award RESPEC the bid for design of support structure for wastewater pipe over Ravines. Director Hooks seconded, following discussion and upon vote the motion did NOT PASS with a two (2)(Wendell, Hooks) –two (2)(Morgan, Wiechman) vote.</p> <p>Director Wendell MOVED to award the bid for the Ravines structure to RESPEC, Director Morgan seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>Director Morgan MOVED to award the bid for the Atlantic water line pipe to RG. Director Hooks seconded, following</p>



	<p>discussion and upon vote the motion PASSED unanimously.</p> <p>Director Hooks MOVED to use JVA to do the flow study and design work for the Fed Center project. Director Wendell seconded, following discussion and upon vote the motion PASSED unanimously.</p>
<p><b>Financial Matters</b></p> <p>a. April 2023/May 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures</p> <p>b. April 2023 Unaudited Financial &amp; Investment Report</p>	<p>Director Hooks MOVED to approve the April 2023/May 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures and the April 2023 Unaudited Financial &amp; Investment Report. Director Wiechman seconded, following discussion and upon vote, the motion was PASSED unanimously.</p>
<p><b>Directors Matters</b></p> <p>a. Initiate Fee Study Based off 10-year Capital Improvement Plan</p> <p>b. Super Majority for Extra Territorial Services</p> <p>c. Legislative Update</p>	<p>Director Morgan would like to get Raftelis to start a reserve study for Capital Projects before the next budget hearing. There were no objections from the other Board members.</p> <p>Director Hooks MOVED to approve the following language be added to the bylaws; “any action of the board which shall have the effect of establishing, increasing or expanding its territorial service shall require a minimum of four (4) directors that vote affirmatively. Director Wendell seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>State legislation has closed and the only thing the District had pending was opposition to Bill 213.</p>
<p><b>Legal Matters (Dylan Woods, Title 32 Attorney for the District)</b></p>	<p>Mr. Woods stated he already gave his update on the election and will work with Dave Garner to get his Oath of Office filed.</p>

	<p>Mr. Woods will work with Mr. Tyus to get contracts for RG and RESPEC to get those projects moving forward.</p> <p>General litigation update:</p> <ul style="list-style-type: none"> <li>• Big Sky – No action occurring at this time. Director Morgan would like to hold a Special meeting with the new council to hear their initial thoughts on the case. Mr. Woods will reach out and get the next meeting scheduled.</li> <li>• Red Zone Tank – Mr. Woods is drafting the complaint and pursuing the bond.</li> <li>• Former law firm – malpractice for drafting and execution and advice regarding the Big Sky IGA. Because Big Sky remains unresolved, this case is on hold.</li> <li>• Federal Employment Discrimination case – Green Mountain is no longer a part of this case; however, the case is still active.</li> </ul>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <ul style="list-style-type: none"> <li>a. Solterra Litigation</li> <li>b. Big Sky</li> </ul>	<p>Director Hooks MOVED to enter Executive session. Mr. Woods stated he did not have any more updates to the Board. Director Hooks withdrew his motion.</p>
<p><b>New Business</b> – Notifications for Next Board Meeting</p>	<p>Director Morgan requested that Board packets be available online. Mr. Tyus stated that the Board packet is uploaded every Friday with the agenda and taken down at a later date.</p> <p>Mr. McKay would like to meet with the Board in Executive session for the yearly update for IT and cyber security related topics.</p>

<b>Adjourn</b>	Director Hooks <b>MOVED</b> to adjourn the meeting. Director Wendell seconded the motion, following discussion and upon vote motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 8:37 p.m.

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David Wiechman, Secretary

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

June 13, 2023

A Regular Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, June 13, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Regular meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:</p> <p>Karen Morgan, Vice President Dave Wiechman, Secretary Todd Hooks, Treasurer Roger J. Wendell, Director David Garner, Director</p> <p>Also present were: Jeff Tyus – District Manager Dylan Woods – Attorney Sam McKay Ludmilla Dave – Fossil Ridge Metro District 1 Ben Larson Terry Larson Mandy Bastinson Debbie Craig</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of all Directors, called to order the Regular Meeting of the Board of the Green Mountain Water and Sanitation District at 6:00 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>There were no disclosure matters.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>Director Morgan MOVED to switch the Election of Officers after Public Comment. Director Garner seconded, following discussion and upon vote the motion PASSED unanimously.</p>

	<p>Director Morgan MOVED to add Hiring an Engineer to Director Matters. Director Garner seconded, following discussion and upon vote the motion PASSED with a 4 to 1 vote.</p> <p>Director Morgan MOVED to add District Manager to the agenda under District Matters. Director Garner seconded, following discussion and upon vote the motion PASSED unanimously.</p>
<p><b>Public Comment:</b></p>	<p>Director Morgan opened public comment:</p> <p>Ludmilla – Would like to know if there is a list of all capital projects that are upcoming that was discussed in a previous meeting. Also wanted an update on the Ravines Bridges and nominated Director Morgan for President during the election of officers section.</p> <p>Dave – Fossil Ridge Metro District 1 – Terry Larson and Ben Larson – wished to read a statement into the minutes. A copy of the statement was made available to the Board.</p> <p>Director Morgan Closed Public Comment.</p>
<p><b>Election of Officers:</b></p>	<p>Director Wiechman MOVED for Director Morgan to be President. Director Wendell seconded. Following discussion and upon vote, the motion PASSED three (3) to one with the no vote cast by Director Hooks.</p> <p>Director Morgan MOVED for Director Garner to be Vice President. Director Wendell seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>Director Morgan MOVED to keep Director Hooks as treasurer and Director Wiechman as Secretary. Director Wendell seconded, following discussion and upon vote, the motion PASSED unanimously.</p>

<p><b>Approval of Minutes</b></p> <p>March 29, 2023, Special Board Meeting  April 11, 2023, Regular Board Meeting</p>	<p>Director Garner MOVED to approve the minutes as corrected. Director Morgan seconded, following discussion and upon vote the motion PASSED unanimously, with Director Wendell abstaining.</p>
<p><b>District Manager Report</b></p> <p>a. Full Report</p> <ul style="list-style-type: none"> <li>i. Recognition</li> <li>ii. Dashboards</li> <li>iii. Maintenance Report</li> <li>iv. Project Management</li> <li>v. Operations</li> </ul>	<ul style="list-style-type: none"> <li>i. Recognition – Mr. Tyus wanted to recognize Jessie and Sam for the records requests. And special thanks to Mr. Woods for researching back to 1996 with IGA issues with Fossil Ridge.</li> <li>ii. The Customer Service Dashboard looks great.</li> <li>iii. Maintenance Report – only one water main break.</li> <li>iv. Project Management – Hot topic is the Fed Center. They have updated JVA with everything they need to tie into the system. Director Garner asked for numbers on that line that comes down Union. Mr. Tyus stated that the sewer line is over capacity where it ties from Union over to Alameda Parkway. Mr. Tyus stated that the Pink Zone runs consistently in July and August for drinking water, this pump station is already over capacity. This is the highest demand area due to the hotels and hospital in the area. Director Morgan believes a study needs to be done solely in this area.</li> </ul>
<p><b>Capital and Construction Projects</b></p> <p>a. Project Construction Report Spreadsheet</p>	<p>CIP would’ve been done; however, the contractor was pulled off the job to do emergency work for Thornton. Kipling is done except for some road work.</p>

<p>b. JVA Engineering proposal for long term capital planning</p> <p>c. Risk Management</p>	<p>Ravines need to have the engineering signed off on and the permits from the City of Lakewood have been approved, however, not issued yet. Director Garner will go to the permitting office and see about getting the approved permit.</p> <p>Mandy Bastinson, Senior Project Manager at JVA presented the district works directly with Raftelis all the time, they let Raftelis do the financial plan and JVA will support with them engineering estimates. They have worked together in many municipalities. Director Morgan tabled this item until the next meeting.</p> <p>Director Garner would like to see risk management reports with all capital projects ongoing, to predict setbacks and take actions to work around them. This item has been tabled until a later meeting.</p>
<p><b>Financial Matters</b></p> <p>a. May 2023/June 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures</p> <p>b. May 2023 Unaudited Financial &amp; Investment Report</p> <p>c. Presentation of 2022 Audit</p> <p>d. Account authorization update for C-safe</p>	<p>Director Hooks MOVED to approve the May 2023/June 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures and the May 2023 Unaudited Financial &amp; Investment Report. Director Wendell seconded, following discussion and upon vote, the motion was PASSED unanimously.</p> <p>Debbie Craig presented the 2022 Audit.</p> <p>Director Hooks MOVED to add Director Wendell as a signer for C-Safe. Director Morgan seconded, following discussion and upon vote, the motion PASSED unanimously.</p>
<p><b>Directors Matters</b></p> <p>a. Form a subcommittee of Director Morgan and Director Wiechman to work closely with our lawyers to</p>	<p>Director Wiechman would like to form a committee with Director Morgan to be more involved with the current legal proceedings.</p>

<p>manage Rooney Valley lawsuits (Big Sky and Fossil Ridge)</p> <p>b. Amend our new super-majority rule in the by-laws to include safety provision regarding future attempts to amend this particular by-law voting requirement.</p> <p>c. Hiring New Engineer</p> <p>d. District Manager</p>	<p>Director Garner showed interest in the same committee. No action was taken at this time.</p> <p>Director Wiechman stated that there was nothing required at this time for this agenda item. Mr. Woods stated that at the last Board meeting he would provide specific language to be incorporated in the bylaws, which were voted on and approved. However, at this time he does not have that language added to the document itself. No action was taken at this time.</p> <p>Director Wendell MOVED to combine items C &amp; D. Director Garner seconded, following discussion and upon vote, the motion PASSED unanimously.</p> <p>Director Hooks feels that with four (4) engineering services already under contract with Green Mountain, there is no need to hire another. Mr. Woods explained the procedure previously taken by the Board is to pursue a District Manager through the full hiring process, after contracting an engineer in the interim. Director Hooks went on to state that he believes the District's need for a new manager is a reflection on the Board and how they treat people and staff.</p> <p>Director Morgan MOVED to hire a consulting engineer, part time, during the search for a new district manager. Director Garner seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>Director Wendell MOVED to use American Water Association, Water Environment Federation, and SDA in the search for a new district manager. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>Mr. Tyus agreed to pass the current job description to all Board members. Director Morgan stated they would have another</p>
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	meeting on Tuesday, June 20, 2023, to finalize the job description for posting.
<p><b>Legal Matters (Dylan Woods, Title 32 Attorney for the District)</b></p> <p>a. 2023 Coordination Election Notification Form</p>	Mr. Woods recommends the District mark “no” on the Coordination of Election Notification form as the Board has no intention of having another election this year.
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>a. Fossil Ridge Litigation</p>	<p>Director Morgan MOVED to go into executive session for the purpose of receiving legal advice regarding Fossil Ridge litigation. Director Garner seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board went into executive session at 9:16 p.m.</p> <p>Executive session concluded at 9:54 p.m.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>b. Ravines Bridges</p>	<p>Director Morgan MOVED to go into executive session for the purpose of receiving legal advice regarding Ravines Bridges. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board went into executive session at 9:56 p.m.</p> <p>Executive session concluded at 10:31 p.m.</p>
<b>New Business – Notifications for Next Board Meeting</b>	

<b>Adjourn</b>	Director Hooks <b>MOVED</b> to adjourn the meeting. Director Morgan seconded the motion, following discussion and upon vote motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 10:27 p.m.

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David Wiechman, Secretary

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

June 20, 2023

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, June 20, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Special meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:</p> <p>Karen Morgan, President David Garner, Vice President Todd Hooks, Treasurer Dave Wiechman, Secretary Roger J. Wendell, Director</p> <p>Also present were: Jeff Tyus – District Manager Dylan Woods – Attorney Ludmilla Peter Zawistowski</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of all Directors, called to order the Special Meeting of the Board of the Green Mountain Water and Sanitation District at 6:00 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>There were no disclosure matters.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>Director Morgan <b>MOVED</b> to add an Executive session for the purpose of receiving legal advice regarding Ravines Bridges. Director Wiechman seconded, following discussion and upon vote the motion <b>PASSED</b> unanimously.</p>
<p><b>Public Comment:</b></p>	<p>Director Morgan opened public comment:</p> <p>Ludmilla – Asked about Director Garner’s visit to the City of Lakewood about the</p>

	<p>permits. Did they release them, or did they throw them out? Ludmilla also commented on the quiet title litigation. Would like to see things stay as they were before with Green Mountain owning the pipes and the structure belonging to Lakewood. Suggested that the Board look for someone with an engineering background to replace the existing District manager.</p> <p>Peter Zawistowski – Here to represent the community. Would like to see the District and the City of Lakewood work together to find a solution that will work best for everyone and not just Green Mountain Sewer and Water.</p> <p>Director Morgan Closed Public Comment.</p>
<p><b>Discussion District Manager Position</b></p>	<p>The Board discussed accepting the suggested edits to the original job description and an adjustment on salary for the District Manager position. It was also suggested to change the title to appeal to more applicants.</p> <p>Director Morgan <b>MOVED</b> to approve the job posting as described in the posting of said job. Director Hooks seconded, following discussion and upon vote the motion <b>PASSED</b> unanimously.</p>
<p><b>Reconsider Staff Pay Increases</b></p>	<p>The Board discussed giving pay increases and health care considerations to the entire staff. The Board also discussed manager level compensation for permanent assumption of duties and “combat pay” for duties the staff has temporarily taken on while the Board hires a new District manager. Director Morgan would like to see a job description from each of the employees to delineate what tasks are being taken on permanently to justify a raise as well as tasks taken on temporarily to justify a bonus.</p> <p>Director Hooks <b>MOVED</b> to give the staff across the board a 4% raise in their salary,</p>

	<p>starting at the next pay period. Director Wendell seconded, following discussion and upon vote the motion <b>PASSED</b> unanimously.</p> <p>A work study session will be held on July 18, 2023, at 9:00 a.m., to discuss additional raises/bonuses for the employees. It will be held during the day to give employees an opportunity to speak with the Board. No action will be taken at this meeting.</p>
<p><b>Discussion of retaining legal counsel for quiet title litigation in the Ravines Bridges case</b></p>	<p>Director Garner spoke with someone at the Engineering Department of the City of Lakewood. It was noted that permits that were pulled in September of 2022 for foundation repair were never cancelled by Green Mountain. Director Garner suggested the Board get those cancelled. It was believed that the current permits were approved on April 5, 2023, however, they were not issued. After further research, it turns out they have not been and are still awaiting approval from Kayla Redd at the City of Lakewood.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>a. Ravines Bridges</p>	<p>Director Morgan <b>MOVED</b> to go into executive session for the purpose of receiving legal advice regarding Ravines Bridges. Director Hooks seconded, following discussion and upon vote the motion <b>PASSED</b> unanimously.</p> <p>The Board went into executive session at 6:58 p.m. Executive session concluded at 7:55 p.m.</p>
<p><b>New Business</b> – Notifications for Next Board Meeting</p>	<p>No new business.</p>
<p><b>Adjourn</b></p>	<p>Director Hooks <b>MOVED</b> to adjourn the meeting. Director Garner seconded the motion, following discussion and upon vote motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 8:00 p.m.</p>

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David Wiechman, Secretary

MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

June 28, 2023

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 3:00 p.m. on Wednesday, June 28, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Special meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:</p> <p>Karen Morgan, President David Garner, Vice President Dave Wiechman, Secretary Roger J. Wendell, Director</p> <p>Not present: Todd Hooks, Treasurer</p> <p>Also present were: Dylan Woods – Attorney Mike Yost – District Engineer Mike Ogborn – Litigator</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of all Directors, called to order the Special Meeting of the Board of the Green Mountain Water and Sanitation District at 3:03 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>Director Garner disclosed that his positions in serving on the Board of Directors are very clear. He offered to have a conversation with any of the District constituents if they have questions about specific matters in reference to the District. Director Garner disclosed that he would not refer to his position in a public meeting as to not alert any of the opposition’s attorneys.</p> <p>Director Wendell relayed that the Board moved forward on the posting of the District</p>

	<p>Manager’s position with the help of the staff and specifically Jesse Davenport.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>Director Garner MOVED to approve the agenda with the addition of discussing Fossil Ridge Litigation to the executive session. Director Wendell seconded, and upon vote the motion PASSED unanimously.</p>
<p><b>Public Comment:</b></p>	<p>There was no public comment presented.</p>
<p><b>Director Comments:</b></p>	<p>Director Garner reported that he had received the documentation for the permit for the fence from the City of Lakewood.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>a. Fossil Ridge Litigation</p> <p>b. Big Sky</p>	<p>Director Morgan MOVED to go into executive session for the purpose of receiving legal advice regarding Fossil Ridge litigation. Director Wiechman seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board went into executive session at 3:09 p.m.</p> <p>Executive session concluded at 3:32 p.m.</p> <p>Attorney Woods indicated the other meeting participants were the Board of Directors except for Todd Hooks. Litigation Counsel, Mike Ogborn, joined the conversation at 3:20 p.m.</p> <p>Attorney Woods indicated that there was discussion regarding scheduling during the executive session and that if there were any concerns to state them. No concerns were brought forth.</p> <p>Director Morgan MOVED to go into executive session for the purpose of receiving legal advice regarding the Big Sky case. Director Garner seconded, and upon vote the motion PASSED unanimously.</p>

	<p>The Board went into executive session at 3:33 p.m. with the same participants as listed above.</p> <p>Executive session concluded at 3:54 p.m.</p>
<p><b>New Business</b> – Notifications for Next Board Meeting</p>	<p>Director Garner asked if there needed to be discussion regarding an email the Board received. The Board indicated that the constituent had been contacted and that they would not post information on the website to keep from undermining the legal team. Director Morgan thanked the legal team for their hard work.</p> <p>The next meeting would be held on July 11<sup>th</sup> at 6:00 p.m.</p>
<p><b>Adjourn</b></p>	<p>Director Garner <b>MOVED</b> to adjourn the meeting. Director Wendell seconded the motion, following discussion and upon vote motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 3:58 p.m.</p>

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David Wiechman, Secretary



MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

July 11, 2023

A Regular Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, July 11, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Regular Meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following Directors in attendance:</p> <p>David Garner, Vice President Todd Hooks, Treasurer Dave Wiechman, Secretary Roger J. Wendell, Director</p> <p>Absent and excused: Karen Morgan, President</p> <p>Also present were: Jeff Tyus – District Manager Dylan Woods – Attorney Bruce O’Donnell – Fed Center Scott Caldwell Alex Plotkin Randy Little Imara Ludmilla</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Garner, noting the presence of a quorum of all Directors, called to the Regular Meeting of the Board of the Green Mountain Water and Sanitation District to Order at 6:00 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>There were no disclosure matters.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>The Board noted no additions to the agenda.</p>
<p><b>Public Comment:</b></p>	<p>Director Garner opened the public comment portion of the agenda:</p>

Alex Plotkin – It is his understanding that an application for a Metro District from Mike Radell has gone before the city. He is curious if the Green Mountain Water and Sanitation District will be doing anything about their name being in that application. He stated his belief that the District works for their constituents rather than any developer or City. His second concern was regarding the Federal Center. He read section 5.6.4 from the District’s Rules and Regulations to the Board regarding “Will Serve Letters” and suggested the Board and their Legal Counsel peruse this section of the Rules and Regulations.

Scott Caldwell – Noted that Lincoln Property Company has recently purchased 59 acres at the Federal Center Station. He wanted to introduce himself and stated they were excited to work with Green Mountain.

Imara– Agreed with Mr. Plotkin in his stance regarding “Will Serve Letters”. She wanted to add that any extra territorial service with Lightner Property being developed by Cardel – named Indigo, means that the District is “getting back in bed” with people who have no problem suing the District and costing hundreds of thousands of dollars over the years. She stated that their service plan involves being tied with Fossil Ridge Metro District which Green Mountain Water and Sanitation is still in Legal conversations with. In regards to the Federal Center property and Mr. Caldwell, she does not believe that any Green Mountain staff member should have to work in, around or on toxic soils.

Ludmilla – Agrees with everything that was said by Ms. Imara and Mr. Plotkin. She also wanted to add that Green Mountain Water and Sanitation District should make sure that the City of Lakewood is responsible for the maintenance. They noted their opinion that it is not the District’s bridge, but rather the

	<p>structure underneath that is District’s responsibility.</p> <p>Randy Little – Wanted to comment on the Federal Center. He stated that the pollution on this property has been well documented by the EPA and he wants to know who will be liable if the water and sewer lines become contaminated with that pollution.</p> <p>Jill Holsten – Noted that she is concerned about the Federal Center property being developed. She is doing her own research into the pollution on that property. She showed a picture of repairs being done at that property and noted that the workers were in full hazmat suits. She thinks a study should be done before moving forward.</p> <p>Director Garner then closed Public Comment hearing no other comments.</p>
<p><b>Approval of Minutes</b></p> <ul style="list-style-type: none"> <li>a. May 9, 2023, Regular Meeting</li> <li>b. May 18, 2023, Special Meeting</li> </ul>	<p>Director Wiechman would like to wait to approve the May 9, 2023, meeting minutes until the requested changes have been made. The Board agreed and the approval of the May 9, 2023 Regular Meeting Minutes was tabled to a later meeting.</p> <p>Director Hooks MOVED to approve the May 18, 2023; Special Meeting Minutes as presented. Director Garner seconded, following discussion and upon vote, the motion PASSED unanimously.</p>
<p><b>Accessibility Compliance</b></p>	<p>Jesse Davenport presented. Accessibility Compliance is required by State Law by July of 2024. Mr. Davenport wants the input of the Board on the cost and autonomy they’d like him to run with and how involved the Board wants to be in this process with the new software. He stated that everything on District website must be ADA compliant, including any documents posted. Mr. Davenport would like to see the staff tackle this task first before</p>

	<p>trying to switch to new software. Mr. Davenport will noted that he will report to the Board once a quarter about the progress, unless there is something major the Board needs to know about at an earlier time.</p>
<p><b>Financial Matters</b></p> <ul style="list-style-type: none"> <li>a. June 2023/July 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures</li> <li>b. June 2023 Unaudited Financial &amp; Investment Report</li> </ul>	<p>Director Hooks MOVED to Approve the June 2023/July 2023 Daily/Monthly Operation Expenses &amp; Capital Expenditures and the June 2023 Unaudited Financial &amp; Investment Report. Director Wendell seconded, following discussion and upon vote, the motion was PASSED unanimously.</p>
<p><b>District Engineer Report</b></p> <ul style="list-style-type: none"> <li>a. Project Construction Report Spreadsheet</li> <li>b. Maintenance and Operations Report</li> <li>c. Access roads and City of Lakewood coordination</li> <li>d. Proposed TOD at Fed Center</li> </ul>	<p>The video and audio from 00:49:36 to 00:51:35 was lost and minutes are unavailable for this portion of the meeting.</p> <ul style="list-style-type: none"> <li>• Atlantic waterline replacement project - Plans are still being reviewed.</li> <li>• Kipling project is completed, except for some of the paperwork.</li> <li>• One line break was reported over the weekend. The City of Lakewood reached out to report it to Green Mountain.</li> <li>• TOD engineers have been doing utility locates and surveying. TOD has provided flow demand, so the modeling can be done.</li> </ul> <p>Director Garner MOVED to allow the Interim District Engineer to work with one of the District’s approved engineering firms to present an engineer analysis of the Lincoln Properties and authorized Mr. Wood to do a Legal Analysis as well. Director Hooks seconded, following discussion and upon vote, the motion PASSED unanimously.</p>

<p><b>Director’s Matters</b></p> <ul style="list-style-type: none"> <li>a. Updated BOD photo for website</li> <li>b. District Manager search update</li> <li>c. Hiring Committee Discussion</li> </ul>	<p>It was agreed that each Board Member will provide a photo for the website, rather than schedule someone to come out and take photos for the website.</p> <p>It was noted that all resumes will be shared with the Board Members via SharePoint, each Board Member will be able to pick their top 5 applicants.</p> <p>Director Hooks MOVED to place a deadline of July 19, 2023, at midnight, to accept applications. Director Wendell MOVED to amend the Motion moving the deadline to July 21, 2023, at midnight. Director Wiechman seconded the amended Motion, following discussion and upon vote the motion PASSED unanimously.</p>
<p><b>Legal Matters</b></p>	<p>Mr. Woods asked for the Board to select representatives to attend the hearing regarding Fossil Ridge Litigation, now that Green Mountain has been added as a party. Mr. Wood stated that all Board Members would be able to attend, as there would be no Official District Business conducted outside of a Public Hearing. Director Garner suggested he and Director Morgan attend.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <ul style="list-style-type: none"> <li>a. Big Sky</li> </ul>	<p>Director Garner MOVED to switch 11d. with 11a and add 11f. Federal Center property discussion. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>Director Hooks MOVED to enter into Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding Big Sky. Director Garner seconded, and upon vote the motion PASSED unanimously.</p>

	<p>The Board went into Executive Session at 7:11 p.m.</p> <p>Executive Session concluded at 7:50 p.m.</p> <p>The audio was lost from 2<sup>nd</sup> recording from 00:00:23 to 00:4:17 and minutes are unavailable for this portion of the meeting.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>b. Ravine Bridge</p>	<p>Director Garner MOVED to go into Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding Ravine Bridge. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board entered into Executive Session at 7:55 p.m.</p> <p>Executive Session concluded at 7:50 p.m.</p> <p>The audio was lost again from 00:04:39 to 00:05:10 and minutes are unavailable for this portion of the meeting.</p> <p>Mr. Woods presented the new proposal from the City of Lakewood to the Board for consideration. Director Wiechman MOVED to accept the proposal jointly crafted and approving Mr. Wood’s joint drafting of a formal agreement with the City of Lakewood. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously with Director Garner abstaining.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>c. Red Zone Tank</p>	<p>Director Hooks MOVED to go into Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding Red Zone Tank. Director Wiechman seconded,</p>

	<p>following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board entered into Executive Session at 8:24 p.m.</p> <p>Executive Session concluded at 8:26 p.m.</p> <p>Mr. Woods presented the settlement agreement regarding the Red Zone Tank contractual issues. It was noted that Coblaco would pay Green Mountain \$100,000.00 and in exchange Green Mountain would forgo its litigation against Coblaco and would assign any potential litigation claims against any other involved parties to Coblaco. Mr. Woods strongly recommends accepting this offer.</p> <p>Director Hooks MOVED to accept the agreement and authorize Mr. Woods to formalize this offer with a contractual agreement. Director Wiechman seconded, following discussion and upon vote the motion PASSED unanimously.</p>
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>d. Fossil Ridge</p>	<p>Director Garner MOVED to go into Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding Fossil Ridge. Director Hooks seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board went into Executive session at 8:28 p.m.</p> <p>Executive Session concluded at 8:43 p.m.</p> <p>Director Hooks MOVED to accept the Second Draft of the GMWSD Statement of Position regarding Indigo Metropolitan District, publish the statement to the website and provide it any appropriate authority having jurisdiction. Director Wiechman</p>

	seconded, following discussion and upon vote the motion PASSED unanimously.
<p><b>Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>a. Federal Center Property Development</p>	<p>Director Hooks MOVED to go into Executive Session pursuant to §24-6-402(4)(b) and/or §24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice regarding Federal Center Property Development. Director Wendell seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>The Board entered into Executive Session at 8:46 p.m.</p> <p>Executive Session concluded at 9:19 p.m.</p> <p>No Audio was available for 6<sup>th</sup> recording</p>
<b>New Business</b> – Notifications for Next Board Meeting	
<b>Adjourn</b>	Could not hear the audio on the last recording.

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David Wiechman, Secretary



MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

July 18, 2023

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 9:00 a.m. on Tuesday, July 18, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Special Meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following Directors in attendance:</p> <p>Karen Morgan, President Todd Hooks, Treasurer Dave Wiechman, Secretary Roger J. Wendell, Director</p> <p>Not present, and unexcused: David Garner, Vice President</p> <p>Also present were: Dylan Woods – Attorney Ludmilla</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of the Directors, called to order the Special Meeting of the Board of the Green Mountain Water and Sanitation District at 9:02 a.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>There were no disclosure matters.</p>
<p><b>Public Comment:</b></p>	<p>Ludmilla – Would like an update about the Ravines Bridge situation. She understands they are under negotiations with the City of Lakewood. She noted that she fears the City will “walk all over us.”</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>None.</p>

**Discussion regarding Employee Compensation**

Director Morgan recapped this topic from the June meeting. The Board has already agreed to a 4% raise for all employees.

Director Wendell MOVED to table this discussion item until the new District Manager has been hired to allow the new District Manager to be able to give their input on this subject. Director Hooks does not feel that the new District Manager's opinion would be relevant for those who are picking up extra work to fill in during this transition time.

Director Morgan does not want to push this conversation off until another date, she stated this is what this meeting is being held for and wants to make a clear decision today. Director Morgan also stated that she is not in favor of any of this. She noted that she has requested that employees submit, in writing, what the "extra duties" they are performing are and has received no response from any of the employees.

Director Hooks MOVED to provide a one thousand dollar (\$1000) bonus to the four (4) employees who have taken on extra duties from the time of Mr. Tyus' departure of June 23, 2023. Director Wendell seconded, following discussion and upon vote the motion PASSED with a three (3) for votes (Wiechman, Hooks, Wendell) to one (1) no vote (Morgan).

Director Wendell MOVED to table the discussion of Employee Health Care until the new District Manager has been hired. There was no second to this motion and the motion FAILED.

Director Hooks MOVED to change the Employee Health Care to one hundred (100%) coverage starting September 1, 2023. Director Wiechman seconded, following discussion and upon vote the motion FAILED

	with two (2) for votes (Wiechman, Hooks) to two (2) no votes (Morgan, Wendell) for a tie.
<b>New Business</b> – Notifications for Next Board Meeting	<p>Mr. Woods discussed Director Garner’s absence, stating that after three (3) unexcused absences there is a vacancy on the Board.</p> <p>Director Wiechman <b>MOVED</b> to excuse Director Garner’s absence. Director Morgan seconded, following discussion and upon vote the motion <b>FAILED</b> with two (2) yes votes (Morgan, Wiechman) and two (2) no votes (Hooks, Wendell). Director Garner’s absence was noted as unexcused.</p>
<b>Adjourn</b>	Director Hooks <b>MOVED</b> to adjourn the meeting. Director Wendell seconded the motion, following discussion and upon vote, the motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 9:37 a.m.

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David Wiechman, Secretary

MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
GREEN MOUNTAIN WATER AND SANITATION DISTRICT

July 28, 2023

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 3:00 p.m. on Friday, July 28, 2023.

The audio recording of this meeting is available on the District’s website.

<p><b>Attendance:</b></p>	<p>A Special Meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following Directors in attendance:</p> <p>Karen Morgan, President David Garner, Vice President Todd Hooks, Treasurer Dave Wiechman, Secretary Roger J. Wendell, Director</p> <p>Also present were: Dylan Woods – Attorney Mike Ogborn Nicole Quintana</p>
<p><b>Call to Order / Declaration of Quorum:</b></p>	<p>Director Morgan, noting the presence of a quorum of all Directors, called to order the Special Meeting of the Board of the Green Mountain Water and Sanitation District at 3:01 p.m.</p>
<p><b>Directors &amp; Disclosure Matters:</b></p>	<p>Director Wendell disclosed that he will have the resumes and applications for the new District Manager position uploaded and shared with the Board early next week, noting that he has run into some technical problems.</p>
<p><b>Approval of/Additions to /Deletions from the Agenda</b></p>	<p>None.</p>
<p><b>Public Comment:</b></p>	<p>None.</p>

<p><b>Executive Session pursuant to §24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice regarding:</b></p> <p>Big Sky Litigation</p>	<p>Director Morgan <b>MOVED</b> to enter into Executive Session pursuant to §24-6-402(4)(b) C.R.S. for the purpose of receiving legal advice regarding Big Sky litigation. Director Garner seconded, following discussion and upon vote the motion <b>PASSED</b> unanimously.</p> <p>The Board entered into Executive Session at 3:03 p.m.</p> <p>Executive session concluded at 3:48 p.m.</p>
<p><b>New Business</b> – Notifications for Next Board Meeting</p>	<p>No new business was brought before the Board.</p>
<p><b>Adjourn</b></p>	<p>Director Hooks <b>MOVED</b> to adjourn the meeting. Director Garner seconded the motion, following discussion and upon vote motion <b>PASSED</b> by unanimous consent, and the meeting was adjourned at 3:54 p.m.</p>

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David Wiechman, Secretary

# Memorandum

**TO:** BOARD OF DIRECTORS  
**FROM:** DOUG PAVLICH, FINANCIAL SPECIALIST  
**SUBJECT:** FINANCIAL MATTERS  
**DATE:** October 10, 2023

**a) September 2023 Expenditures**

- a. September/October 2023 monthly & daily operating expenses in the amount of \$1,366,899.97 a list of which is attached.
- b. September/October 2023 Capital Expenditures in the amount of \$137,574.33 a list of which is attached.

**b) September 2023 Unaudited Interim Financial Reports**

- a. Investment Reports
- b. Financial Reports

**c) Presentation of 2024 Draft Budget**

1st Bank Monthly Activity  
September/October 2023

Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
2017 Cellular Transmitters	17250*	10/10/23	Badger Meter Inc	HRE-LCD Register x700	63,000.00	63,000.00
2024 Design	17267	10/10/23	RG and Associates, LLC	2024 Water IRP Design	1,732.50	1,732.50
A/R	1264	09/12/23	Jason McFtridge	Credit Final Refund	525.00	
	1265	09/12/23	Colorado Department of Human Services	Credit Final Refund	525.00	1,050.00
Auto Expense	1266	09/13/23	Jefferson County	Drive By Emissions - Unit 35	25.00	
	1268	09/20/23	MHC Kenworth	Replaced Evaporator Core-Air Conditioning Assembly - Unit 20	2,854.74	
	17252	10/10/23	City of Lakewood	Fuel for August	3,772.92	
	17257	10/10/23	Cummins Inc	Replaced Battery Charger - Utah Generator	1,848.79	
	17265	10/10/23	MHC Kenworth	Troubleshoot/Repair VGT Actuator - Unit 2	3,938.29	
	17270	10/10/23	Southern Tire Mart	Tires - Unit 20 & 30	5,130.70	17,570.44
Capital Field Equipment	17272	10/10/23	Vectors, Inc.	Trimble TSC5/R12i - GIS Collection	41,209.83	41,209.83
Capital Vehicles	17255	10/10/23	Complete Trailers LLC	Flatbed Equipment Trailer	15,688.00	
	17271	10/10/23	Trailer Source Inc	Main Break Repair Trailer	15,944.00	31,632.00
Contract Labor	EFT	10/20/23	Browns Hill Engineering & Controls	vSaaS - October	1,464.00	
	17249	10/10/23	A-Fast Patch Paving	Concrete Patch - Sewer Repair 1773 S Deframe/Main Break Patch - S Urban & Florida	28,337.50	
	17251	10/10/23	Browns Hill Engineering & Controls	PLC Replacement Parts/Pressure Regulator Troubleshoot/PULS Power Supply	11,550.60	
	17268	10/10/23	IT Consultants	Weekly Sync x4/ArcGIS Security/IR Plan/Laptop setup x2/Physical Security Updates	3,500.00	44,852.10
Cost of Water Sold	EFT	10/31/23	Denver Water Department	September Cost of Water	874,117.26	874,117.26
Employee - Salaries, Taxes, Benefits	EFT	09/20/23	PERA	401A Contributions; \$5,506.71 Employee Paid, \$9,031.02 GMWSD Paid, Life Insurance \$31.00	14,568.73	
	EFT	09/20/23	Paychex	Employee SS & Medicare \$4,939.13 Employer SS & Medicare \$4,939.10, Employee Fed Income Tax \$5,616.16, Employee State Income Tax \$2,276.00, Employer State Unemployment \$4.22, Garnishment \$349.37, Net Pay \$45,349.32, Paychex Processing Fee \$1,313.48	64,786.78	
	EFT	10/02/23	Humana	Dental Insurance	2,191.57	
	EFT	10/02/23	CEBT	Medical/Life/LTD/Vision/Voluntary Life Insurance- Employer Paid \$24,515.29, Employee Paid \$6,472.48	30,987.77	
	EFT	10/04/23	PERA	401A Contributions; \$5,365.37 Employee Paid, \$8,799.28 GMWSD Paid, Life Insurance \$15.50	14,180.15	
	EFT	10/04/23	Paychex	Employee SS & Medicare \$4,512.94 Employer SS & Medicare \$4,513.00, Employee Fed Income Tax \$5,169.06, Employee State Income Tax \$2,067.00, Employer State Unemployment \$8.06, Garnishment \$349.37, Net Pay \$40,974.67, Paychex Processing Fee \$1,313.48	58,907.58	185,622.58
Engineering	17263	10/10/23	JVA Engineering	Engineering Services - August	11,317.00	
	17264	10/10/23	Larson Design Group, Inc	Enterprise and GIS Support through 8/19	6,275.96	17,592.96
Insurance Revenue	EFT	09/29/23	Knight Commercial Roofing	30% Progress Billing - Roof Hail Damage Claim x11 Sites - Paid by Insurance Actual Cash Value Funds	119,221.51	119,221.51

Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
Legal	17253	10/10/23	Coaty Marchant Woods, P.C.	Legal Services - September	10,059.50	10,059.50
Lobbyist	17254	10/10/23	Colorado Legislative Strategies	Lobbying Services 8 of 12	2,500.00	2,500.00
Office & Grounds	1271	10/06/23	All Temperatures Controlled, Inc	Troubleshoot/Repair Ice Machine	259.75	
	17258	10/10/23	Designscapes Colorado	Office & Red PS Monthly Landscaping	2,855.50	3,115.25
Office Expense	1267	09/18/23	Continental Utility Solutions	Account & Routing Validation - YTD	106.50	
	1272	10/06/23	American Red Cross	CPR/AED Training x8	852.80	
	1274	10/06/23	Ram Computer Supply	Microsoft Business Office 365 x37	804.75	
	EFT	09/16/23	Paychex	Employer Tax Adjustments	64.55	
	EFT	09/20/23	Paychex	Timekeeping	159.34	
	EFT	09/20/23	Rocky Mountain Reserve	FSA/DCA/HRA Admin	107.80	
	EFT	09/23/23	Sound Telecom	Answering Service - September	336.56	
	EFT	09/28/23	Xerox Financial Services	Lease/Equipment Protection 9/06-10/05	483.23	
	17250*	10/10/23	Badger Meter Inc	Beacon Mobile Hosting - September	517.02	
	17256	10/10/23	Continental Utility Solutions	Credit Card Processing Fees - August/Annual Service - Customer Web Portal	10,485.33	
	17259	10/10/23	IT Consultants	EncompassIT Server/Desktop/Infrastructure/Firewall/Cloud Backup/Third Wall/Sentinal One/Email Protection	4,081.00	
	17260	10/10/23	Infosend	Residential/Second Notice/Commercial Bill Printing & Mailing - August	3,507.89	
	17262	10/10/23	Itpipe Opco LLC	Itpipes Annual Support/Maintenance	10,427.50	
	17269	10/10/23	Safe Systems Inc	Quarterly Security Monitoring x7 Sites	1,797.36	
	17273	10/10/23	Continental Utility Solutions	Credit Card Processing Fees - September	7,393.80	41,125.43
Payroll Liabilities	1269	09/22/23	Austyn Pantano	Adjustment - Refund of PERA Contributions	58.50	
	EFT	09/19/23	Rocky Mountain Reserve	FSA/DCA Claims 9/11-9/17	67.94	
	EFT	09/20/23	PERA	Employee Paid Contributions to 401K Retirement Accounts 09/20 PR	255.95	
	EFT	09/20/23	PERA	Employee Paid Contributions to 457 Retirement Accounts 09/20 PR	119.14	
	EFT	10/02/23	Aflac	Supplemental Insurance	256.82	
	EFT	10/04/23	PERA	Employee Paid Contributions to 401K Retirement Accounts 10/04 PR	267.18	
	EFT	10/04/23	PERA	Employee Paid Contributions to 457 Retirement Accounts 10/04 PR	135.94	1,161.47
Repair Department	1263	09/11/23	General Air	Welding Tank Rental	109.25	
	1270	10/06/23	Ace Hardware	4" Wire Wheel/2" Wire Wheel/Fastners x6/Storage Box/Hose Repair Material/Fuel Additive x3 Gallons	215.98	
	1273	10/06/23	Brand Evolutions West	Screen Print x97 - Winter Shirts	298.76	
	1275	10/06/23	Safety & Construction Supply	Coated Gloves x24/Leather Winter Gloves x40/Safety Glasses x24/Ear Plugs/Hard Hat x2	715.35	
	EFT	09/26/23	Core & Main	4" Manhole Riser x3/1-1/4" Manhole Riser x2/2" Manhole Riser x2/6" Mega Lug/6"x15" Clamp/6"x12 1/2" Clamp/Returned 10" Gate Valve	689.45	
	17261	10/10/23	Intermountain Sales of Denver	Trash Pump-CE/Operating Nut x3	2,672.00	



Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
	17266	10/10/23	Pioneer Inc	Road Base Refill x 52.41 TN/Squeegee Refill x 26.62 TN	2,642.45	7,343.24
UNCC Locates	1276	10/06/23	Utility Notification Center of Colorado	UNCC Locates - September	2,621.28	2,621.28
Utilities	EFT	09/12/23	Xcel Energy	Gas & Electric July/August	9,121.46	
	EFT	10/13/23	T-Mobile	Cell Phone/Tablet/GPS Tracking 8/21-9/20	1,592.99	
	EFT	10/16/23	Comcast	P2 Internet Services 9/21-10/20	116.85	
	EFT	10/20/23	SunShare	Solar Garden Allocation - August	10,511.25	
	EFT	10/21/23	Greenbacker	Solar Garden Allocation (DIA) - August	4,641.62	
	EFT	10/21/23	Greenbacker	Solar Garden Allocation (Linnebur) - August	2,993.42	28,977.59
VISA - AP	EFT	09/22/23	VISA	Auto Expense \$876.44, Office Expense \$6,872.70, Office & Grounds \$571.33, Repairs & Maintenance \$1,648.89	9,969.36	9,969.36
Subtotal of All Expenditures					1,504,474.30	1,504,474.30
Subtract Capital Expenditures					137,574.33	137,574.33
<b>Total Monthly Operating Expenses</b>					<b>\$1,366,899.97</b>	<b>\$1,366,899.97</b>

- 1st Bank Daily Operating
- 1st Bank Monthly Operating

\* Multiple Expense Accounts Paid with 1 Check

1st Bank VISA  
August/September 2023

Date	Name	Memo	Amount
<b>AUTO EXPENSE</b>			
<b>Unit 2- 2003 T300 Kenworth</b>			
09/01/2023	Advance Auto Parts	75x140 Oil	65.31
<b>Unit 7-2022 Ford F550</b>			
09/20/2023	Trailer Source Inc	IQ Digital 2-8 Brake Control - Unit 7	149.99
<b>Unit 21- 2013 GMC TV Van</b>			
09/14/2023	TransWest Trailers	Emissions Test - Unit 21	172.44
<b>Unit 32-Utah PS Generator</b>			
08/31/2023	Interstate Battery System of Denver	Generator Battery x2	425.22
<b>Tools/Misc Expense</b>			
08/31/2023	Advance Auto Parts	Battery Tender	59.62
09/11/2023	Advance Auto Parts	Spark Plug	3.86
			<i>Auto Expense Total</i>
<b>OFFICE EXPENSE</b>			
<b>Dues</b>			
08/29/2023	AWWA	Annual Membership Dues	233.00
09/04/2023	Register.com	Domain Registration x1	44.49
<b>Maintenance Agreements</b>			
08/25/2023	JAMF Software, LLC	Mobile Device Management	80.00
08/30/2023	Vectors, Inc.	GPS Annual Maintenance 7/13/23-7/12/24	1,650.00
09/12/2023	X West Inc	Printing Charges - August	15.63
<b>Mandatory Empl Test Expense</b>			
09/07/2023	CDL Safety School	CDL School x1	1,745.00
09/08/2023	First Advantage	Random Selection Annual Enrollment x1	47.61
<b>Miscellaneous Expenses</b>			
08/09/2023	Amazon.Com	Replacement Activated Carbon Filter x2	83.10
08/22/2023	Amazon.Com	D Battery Pack/Push Button Lantern	65.75
08/22/2023	Amazon.Com	Maglite Flashlight	35.82
08/30/2023	Costco	Bathroom/Kitchen/Office Supplies	1,163.99
09/01/2023	King Soopers	Employee Lunch Supplies	80.27
09/06/2023	Amazon.Com	Bluetooth Headset	59.24
09/11/2023	Amazon.Com	Motion Sensor Batteries	22.61
09/18/2023	Amazon.Com	Water Fountain Filter x3	201.40

*\$876.44*

<b>Software</b>	08/27/2023	My Postage Rate Saver	Monthly CASS Updates	55.31	
	09/07/2023	SendGrid	Email Gateway	161.95	
	09/08/2023	1password.com	Company Password Vault	92.60	
	09/13/2023	Zoom Video Communications Inc.	Video Cloud Recording 8/13-9/12	40.00	
<b>Utilities - Office</b>	09/01/2023	Comcast	Office Internet - September	680.05	
	09/12/2023	Ring Central Inc	VoIP Phone Minutes 9/12-10/11	314.88	
			<i>Office Expense Total</i>		<i>\$6,872.70</i>
<b>OFFICE &amp; GROUNDS</b>					
	09/05/2023	Waste Management	Office Trash & Recycle Services - September	433.09	
	09/05/2023	Waste Management	P2 Trash Services - September	138.24	
			<i>Office &amp; Grounds Total</i>		<i>\$571.33</i>
<b>Repair Department</b>					
<b>Miscellaneous Tools/Supplies</b>	09/18/2023	Amazon.Com	RG316 Coax Cable Connector	16.82	
<b>Repair Crew Clothing/Equip</b>	09/13/2023	Amazon.Com	Winter Sweaters x28/Summer Shirts x5	1,292.64	
	09/15/2023	Jiffy Shirts.com	Winter Shirts x64	287.43	
<b>Water</b>	08/29/2023	City Of Lakewood	Street Cut Permit - Main Break	52.00	
			<i>Repair Department Total</i>		<i>\$1,648.89</i>
<b>Monthly Credit Card Total</b>				<b>\$9,969.36</b>	<b><i>\$9,969.36</i></b>

**Capital Expenditures vs Capital Revenue  
2023 Timeline**

Capital Expenditures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2023 YTD Actual	Total 2023 Projected	Total 2023 Budgeted
	0	13,888	126,171	107,805	82,167	966,661	1,069,308	787,155	454,113	191,936	584,522	1,274,208			
2017 Cellular Endpoints	46,500	30,188		179,613	166,125				63,000		169,574		485,426	655,000	655,000
2020 Sewer Improvements			5,235	2,975		57,000				100,000	200,000	150,000	65,210	515,210	575,000
2021 Sewer Improvements	128,136		228,860		647,752	113,760							1,118,508	1,118,508	840,000**
2022 Tamaraisk LS Improvement										200,000	300,000	100,000	0	600,000	700,000
2022 Sewer System - Kipling				2,730	296,270	152,463							451,463	451,463	325,000**
2023 Water System Improvements						69,070				80,000	30,000		69,070	179,070	480,000
2023 Sewer System Improvements										300,000	200,000	190,000	0	690,000	890,000
2024 Design							9,498		1,733	15,000	20,000		11,231	75,000	75,000
2023 Capital Contingency												454,000	0	454,000	454,000
Vehicles		89,986		227,097					33,892				350,975	350,975	386,270
Field Equipment									41,210			9,000	41,210	50,210	54,000
Office and Grounds										40,000	40,000		0	80,000	107,000
Office Equipment										35,000		10,000	0	45,000	45,000
<b>Total Expense</b>	<b>174,636</b>	<b>120,174</b>	<b>234,095</b>	<b>412,415</b>	<b>1,110,147</b>	<b>392,293</b>	<b>9,498</b>	<b>0</b>	<b>139,835</b>	<b>770,000</b>	<b>959,574</b>	<b>941,769</b>	<b>2,593,093</b>	<b>5,264,436</b>	<b>5,586,270</b>

\*\* 2021 Sewer Improvements have a cost sharing agreement with Bear Creek Water & Sanitation where they will reimburse GMWSD \$328,053.12. 2022 Sewer System Improvements have a cost sharing agreement with the developer of the 10700 W Exposition development where they will reimburse 50% of the project cost. **Payment of \$250,000 received on 8/29/2023.**

Capital Revenues	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2023 YTD Actual	Total 2023 Projected	Total 2023 Budgeted
Cap Reserve	106,917	129,714	128,663	136,958	133,802	187,659	192,434	228,045	298,651	317,482	214,125	174,561	1,542,843	2,249,011	2,588,742
Interest Income	81,407	77,047	86,866	85,485	91,651	89,038	99,017	104,797	103,161	51,393	51,393	51,393	818,469	972,649	616,718
Sewer System Development Fees		9,432				4,716				8,340	4,170	4,170	14,148	30,827	83,395
Water System Development Fees		16,064				8,032							24,096	24,096	0
Lease Income	200	200	200		200	200	200	200	200	200	200	200	1,600	2,200	2,400
<b>Total Revenue</b>	<b>188,524</b>	<b>232,457</b>	<b>215,729</b>	<b>222,443</b>	<b>225,653</b>	<b>289,645</b>	<b>291,651</b>	<b>333,042</b>	<b>402,012</b>	<b>377,415</b>	<b>269,888</b>	<b>230,324</b>	<b>2,401,156</b>	<b>3,278,783</b>	<b>3,291,255</b>

<b>Income (Loss) Non-Operating</b>	<b>13,888</b>	<b>126,171</b>	<b>107,805</b>	<b>82,167</b>	<b>966,661</b>	<b>1,069,308</b>	<b>787,155</b>	<b>454,113</b>	<b>191,936</b>	<b>584,522</b>	<b>1,274,208</b>	<b>1,985,653</b>
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**Green Mountain Water and Sanitation District**  
**Capital Expenditures**  
**As of September 30, 2023**

Accrual Basis

Date	Name	Memo	Account	Debit	Credit
<b>May 23</b>					
05/01/2023	American West Construction...	Pay Application #4 Retainage	8104 · 2021 Sewer System Improvements	8,281.00	
05/01/2023	American West Construction...	Pay Application #4	8104 · 2021 Sewer System Improvements	157,339.00	
05/08/2023	Badger Meter Inc	LTE-M Endpoints/HR-E LCD Register x750 Units	8100 · 2017 Cellular Endpoints	166,125.00	
05/10/2023	American West Construction...	Pay Application #5 Retainage	8104 · 2021 Sewer System Improvements	18,521.26	
05/10/2023	American West Construction...	Pay Application #5	8104 · 2021 Sewer System Improvements	351,903.74	
05/30/2023	Brannan Construction	Pay Application #1 - 2022 Sewer System Improvements	8105 · 2022 System Improvements	14,813.52	
05/30/2023	Brannan Construction	Pay Application #1 - 2022 Sewer System Improvements	8105 · 2022 System Improvements	281,456.78	
05/31/2023	American West Construction...	2021 Sewer System Improvements - Pay Application #6 Ret...	8104 · 2021 Sewer System Improvements	5,585.33	
05/31/2023	American West Construction...	2021 Sewer System Improvements - Pay Application #6	8104 · 2021 Sewer System Improvements	106,121.17	
May 23				1,110,146.80	0.00
<b>Jun 23</b>					
06/23/2023	Browns Hill Eng & Controls	Tank Controls Backup Power x2	8107 · 2023 Water System Improvements	29,150.00	
06/23/2023	Browns Hill Eng & Controls	Pump Station Controls Backup Power x4	8107 · 2023 Water System Improvements	39,920.00	
06/26/2023	Fusion Fabrication Inc.	6 Customer Bridge Barricades with lockable gates/Installati...	8102 · 2020 Sewer System Improvements	57,000.00	
06/30/2023	American West Construction...	2021 Sewer System Improvements Pay Application #7 Retai...	8104 · 2021 Sewer System Improvements	5,688.00	
06/30/2023	American West Construction...	2021 Sewer System Improvements Pay Application #7	8104 · 2021 Sewer System Improvements	108,072.00	
06/30/2023	Brannan Construction	2022 Sewer Improvements - Pay Application #2 Retainage	8105 · 2022 System Improvements	7,623.13	
06/30/2023	Brannan Construction	2022 Sewer Improvements - Pay Application #2	8105 · 2022 System Improvements	144,839.51	
Jun 23				392,292.64	0.00
<b>Jul 23</b>					
07/03/2023	RG and Associates, LLC	2023 Design Review and Project Management - June	8109 · 2024 Design	2,592.50	
07/31/2023	RG and Associates, LLC	2023 Water System Improvement Plan Review through 7/31	8109 · 2024 Design	6,905.00	
Jul 23				9,497.50	0.00
<b>Aug 23</b>					
Aug 23					
<b>Sep 23</b>					
09/03/2023	RG and Associates, LLC	2024 DIRP Water System	8109 · 2024 Design	1,732.50	
09/21/2023	Badger Meter Inc	HR-E LCD Register x700	8100 · 2017 Cellular Endpoints	63,000.00	
09/22/2023	Trailer Source Inc	Deposit - Main Break Repair Trailer	8004 · Capital Vehicles	200.00	
09/22/2023	Trailer Source Inc	Main Break Repair Trailer	8004 · Capital Vehicles	15,944.00	
09/22/2023	Complete Trailers LLC	Deposit - Flatbed Equipment Trailer	8004 · Capital Vehicles	2,060.00	
09/22/2023	Complete Trailers LLC	Flatbed Equipment Trailer	8004 · Capital Vehicles	15,688.00	
09/25/2023	Vectors, Inc.	Trimble TSC5/R12i - GIS Collection	8001 · Capital Field Equipment	41,209.83	
Sep 23				139,834.33	0.00
<b>TOTAL</b>				<b>1,651,771.27</b>	<b>0.00</b>

**Green Mountain Water & Sanitation District-Investment Report**  
**Cash Account Balances as of September 30, 2023**

**Cash Accounts**

<b>Bank Description</b>	<b>Accounts Payable</b>	<b>Current Balance</b>	<b>Interest Rate</b>
Petty Cash		\$1,542.87	
1ST Bank - Daily Operating Account 2		(\$4,638.95)	
1ST Bank - Monthly Operating Account		\$23,000.07	
1ST Bank - Money Market		\$32,000.00	
1ST Bank - Liquid Asset/Operating Funds	\$1,366,899.97	\$4,089,909.95	4.50%
1ST Bank - Liquid Asset/Capital Funds	\$137,574.33		
Csafe CASH ( <i>Variable Daily Rate</i> )		\$906,638.80	5.461%
Csafe CORE ( <i>Variable Daily Rate</i> )		\$14,408,132.62	5.517%
ColoTrust Plus ( <i>Variable Daily Rate</i> )		\$4,051,438.24	5.524%
<b><i>Total Cash</i></b>		<b><i>\$23,508,023.60</i></b>	

**Certificates of Deposit**

<b>CD Description</b>	<b>Expiration Date</b>	<b>Face Amount</b>	<b>Amoritized Amount</b>	<b>Interest Rate</b>
			\$0.00	
<b><i>Total Certificates of Deposit</i></b>			<b><i>\$0.00</i></b>	
<b>Total Cash and Cash Equivalents</b>			<b><u><u>\$23,508,023.60</u></u></b>	

## Investment Report As of 9/30/2023

### PRIORITY = SAFETY, LIQUIDITY, DIVERSITY, AND YIELD

Term	Definition	Instruments and Guidelines	Account Name	Maturity Dates	9/30/23 Balances	Total \$ per Term	% per Term	% of Current Year's Budget per Term
<b>Immediate Liquidity</b>	<p><i>Minimum = 25% of current year's budget.</i></p> <p><i>Maximum = none.</i></p> <p><i>Optimize at 25% of current year's budget, but could go higher if short- and long-term yields are not favorable.</i></p>	<p><i>Checking = least practical balance.</i></p> <p><i>Insured Money Market Fund and Treasuries = up to 100%</i></p> <p><i>Pools that are specifically approved by Green Mountain Board of Directors = up to 100%</i></p> <p><b>NO MORE THAN 50% OF IMMEDIATE-TERM FUNDS IN ANY SINGLE-ENTITY INSTRUMENT. *</b></p> <p><i>Availability &lt; 8 HOURS</i></p>	Petty Cash 1st Bank Sweep Account Csafe CASH ColoTrust Plus		1,542.87 4,140,271.07 906,638.80 4,051,438.24	<b>9,099,890.98</b>	<b>38.71%</b>	<b>44.06%</b>
<b>Short</b>	<p><i>Funds available in excess of 25% of current year's budget, up to 50% of current year's budget, but could go higher if long-term yields are not favorable.</i></p>	<p><i>Above, plus: none</i></p> <p><b>NO MORE THAN 50% OF SHORT-TERM FUNDS IN ANY SINGLE-ENTITY INSTRUMENT. *</b></p> <p><i>8 HOURS &lt; Availability ≤ 1 YEAR</i></p>	Csafe CORE		14,408,132.62	<b>14,408,132.62</b>	<b>61.29%</b>	<b>69.77%</b>
<b>Long</b>	<p><i>Funds available in excess of 50% of current year's budget. If long-term yields are not favorable, invest in short-term or liquid instruments.</i></p> <p><i>Funds should be invested in a laddered fashion such that 25% of the fund balance that is in excess of 50% of the current year's budget is available within each one of years 2-5, and within each year, funds are laddered quarterly.</i></p>	<p><i>Above, plus: approved long-term instruments.</i></p> <p><i>1 YEAR &lt; Availability ≤ 5 YEARS</i></p>				<b>0.00</b>	<b>0.00%</b>	<b>0.00%</b>

\* Limitation not applicable to State of Colorado approved pools such as CSAFE and COLOTRUST, since by nature, these funds are diversified.

**\$23,508,023.60**

# Green Mountain Water and Sanitation District

## Balance Sheet

As of September 30, 2023

Accrual Basis

	Sep 30, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1001-01 · 1st Bank-Daily Operating 2	-4,638.95
1012 · CSAFE CORE	14,408,132.62
1011 · CSAFE Cash	906,638.80
1000 · Imprest Cash Account	1,542.87
1002 · 1st Bank-Operating	23,000.07
1003 · 1st Bank-Money Market	32,000.00
1004 · 1st Bank-Sweep Account	4,089,909.95
1113 · Colotrust Plus-Capital Reserve	4,051,438.24
<b>Total Checking/Savings</b>	23,508,023.60
<b>Accounts Receivable</b>	
1200 · A/R-Water	1,597,245.38
1210 · A/R-Sewer	372,352.46
1220 · Accrued Interest Receivable	279.52
<b>Total Accounts Receivable</b>	1,969,877.36
<b>Other Current Assets</b>	
1450 · Reimbursable	10,407.98
<b>Total Other Current Assets</b>	10,407.98
<b>Total Current Assets</b>	25,488,308.94
<b>Fixed Assets</b>	
1455 · HRA Deposit	80,723.29
1500 · Acc Dep-Office & Grounds	-881,677.05
1510 · Acc Dep-Office Equipment	-500,592.53
1520 · Acc Dep-Repairs & mtn	-671,852.13
1530 · Acc Dep-Sewer System	-8,273,016.66
1540 · Acc Dep-Vehicles	-1,115,836.22
1550 · Acc Dep-Water System	-19,124,837.99
1600 · Land	271,261.04
1610 · Office & Grounds-Capital	1,530,577.59
1620 · Office Equipment Capital	554,533.13
1630 · Repairs & Mtn Capital	777,113.57
1640 · Sewer Lines & Mechanical	15,442,679.33
1650 · Vehicles Capital	1,473,056.18
1660 · Water Lines & Mechanical	40,130,532.70
<b>Total Fixed Assets</b>	29,692,664.25
<b>Other Assets</b>	
1900 · Def Outflows if Res. - OPEB	31,440.00
1901 · Def Outflows of Res. - Pension	265,653.00
1700 · Construction in Progress	1,326,968.01
1720 · Prepaid Expense	198,634.05
<b>Total Other Assets</b>	1,822,695.06
<b>TOTAL ASSETS</b>	<b>57,003,668.25</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2501 · 2021 SewerImprovement-Retainage	61,572.27
2000 · Accounts Payable	1,185,546.25
<b>Total Accounts Payable</b>	1,247,118.52
<b>Credit Cards</b>	
2001 · 1st Bank VISA	10,965.49
<b>Total Credit Cards</b>	10,965.49



# Green Mountain Water and Sanitation District

## Balance Sheet

As of September 30, 2023

Accrual Basis

	Sep 30, 23
<b>Other Current Liabilities</b>	
2600 · Def Inflows of Res. - OPEB	60,807.00
2602 · Def Inflows of Res. - Pension	1,474,332.00
2604 · Net OPEB Liability	129,328.00
2606 · Net Pension Liability	-165,413.00
2301 · 11968 W Jewell Reimb. Deposit	150.00
2302 · 12476 W Bayaud Reimb. Deposit	3,519.00
2300 · Big Sky Deposit	-17,055.76
2100 · Accrued Payroll	36,760.46
2101 · Accrued Vacation Payable	64,440.44
2102 · Deposits Payable	8,900.00
2200 · Payroll Liabilities	5,480.77
	1,601,248.91
<b>Total Other Current Liabilities</b>	
<b>Total Current Liabilities</b>	2,859,332.92
<b>Total Liabilities</b>	2,859,332.92
<b>Equity</b>	
3700 · Acc Dep-Contrib Capital-Sewer	-2,817,919.24
3600 · Acc Dep-Contrib Capital-Water	-2,716,164.78
3701 · Developer Contribution-Sewer	6,588,952.06
3601 · Developer Contribution-Water	6,063,902.70
3702 · System Development Fees-Sewer	7,408,848.10
3602 · System Development Fees-Water	10,125,027.66
3000 · Opening Bal Equity	391,294.18
3900 · Retained Earnings	29,867,179.78
Net Income	-766,785.13
	54,144,335.33
<b>Total Equity</b>	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>57,003,668.25</b>

**Green Mountain Water and Sanitation District**  
**Profit & Loss Budget vs. Actual**

Accrual Basis September 30, 2023

Revenues	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Revenue	11,297,160.73	10,645,391.80	-651,768.93
Non-Operating Revenue	2,413,628.77	2,401,155.42	-12,473.35
<b>Total Income</b>	13,710,789.50	13,046,547.22	-664,242.28

**Explanation of Variance**

\*\*\*1 - For Jan-Sept 2023, the District used 154,374,000 less gallons (12.99% less) compared to Jan-Sept 2022. Water use is 23.70% less than budgeted for 2023. The significant rainfall in May, June, July has kept consumption down. Water used in September is not billed to customers until October and November.

\*\*\*2 - The federal reserve voted in July to increase rates another 0.25% bringing the range to 5.25-5.50%.

\*\*\*3 - Received a payment of \$11,300 from CEBT (Health insurance provider) because of a favorable Medical Loss Ratio for 2022. Received a reimbursement of \$5,547.12 for safety equipment from the CSD pool. There have been multiple CORA requests which have ended up taking a significant amount of time which resulted in charges to the requesters. In August we received a large settlement payment for the Red Zone Tank liner, we performed the sewer cleaning and TV inspection for Fossil Ridge which was billed (\$93,846.74) and received, and we received the cost sharing payment for the Kipling Sewer project for \$250,000.

\*\*\*4 - The District filed a claim for roof damage due to hail to 11 sites. The CSD pool insurance sent an initial payment for repairs in the amount of \$135,160.18. A second payment of \$166,252.09 was received on 9/26/2023. A progress billing from the roofing contractor was received and paid for \$119,221.51. Any additional costs will be covered under the District's insurance policy.

Expenses	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Expense	11,865,983.39	10,181,785.11	-1,684,198.28
Non-Operating Expense	3,455,696.00	2,593,090.96	-862,605.04
<b>Total Expense</b>	15,321,679.39	12,774,876.07	-2,546,803.32

**Explanation of Variance**

\*\*\*5 -Engineering & Utility Invoices are typically received a month behind services performed and used.

\*\*\*6 - Over 2,000 locates called in during September. Average locates called in are typically closer to 500 per month.

\*\*\*7 - 2022 Sewer - Kipling sewer project has been completed and the \$250,000 cost sharing payment has been received. 2021 Sewer System Improvement CIPP lining project will receive \$328,053.12 reimbursement from Bear Creek Water and Sanitation upon completion. This amount is subject to increase based on change orders.

\*\*\*8 - We have not had the need to order meter stock. Placed a large in October to replenish hydrants and valves stock.

\*\*\*9 - Legal is higher than anticipated YTD.

Income/Loss	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Income/Loss Operating	-568,822.66	463,606.69	1,032,429.35
Income/Loss Non-Operating	-1,042,067.23	-191,935.54	850,131.69
<b>Net Income</b>	-1,610,889.89	271,671.15	1,882,561.04

**Green Mountain Water and Sanitation District**  
**Profit & Loss vs. Actual**  
**September 30, 2023**

Accrual Basis

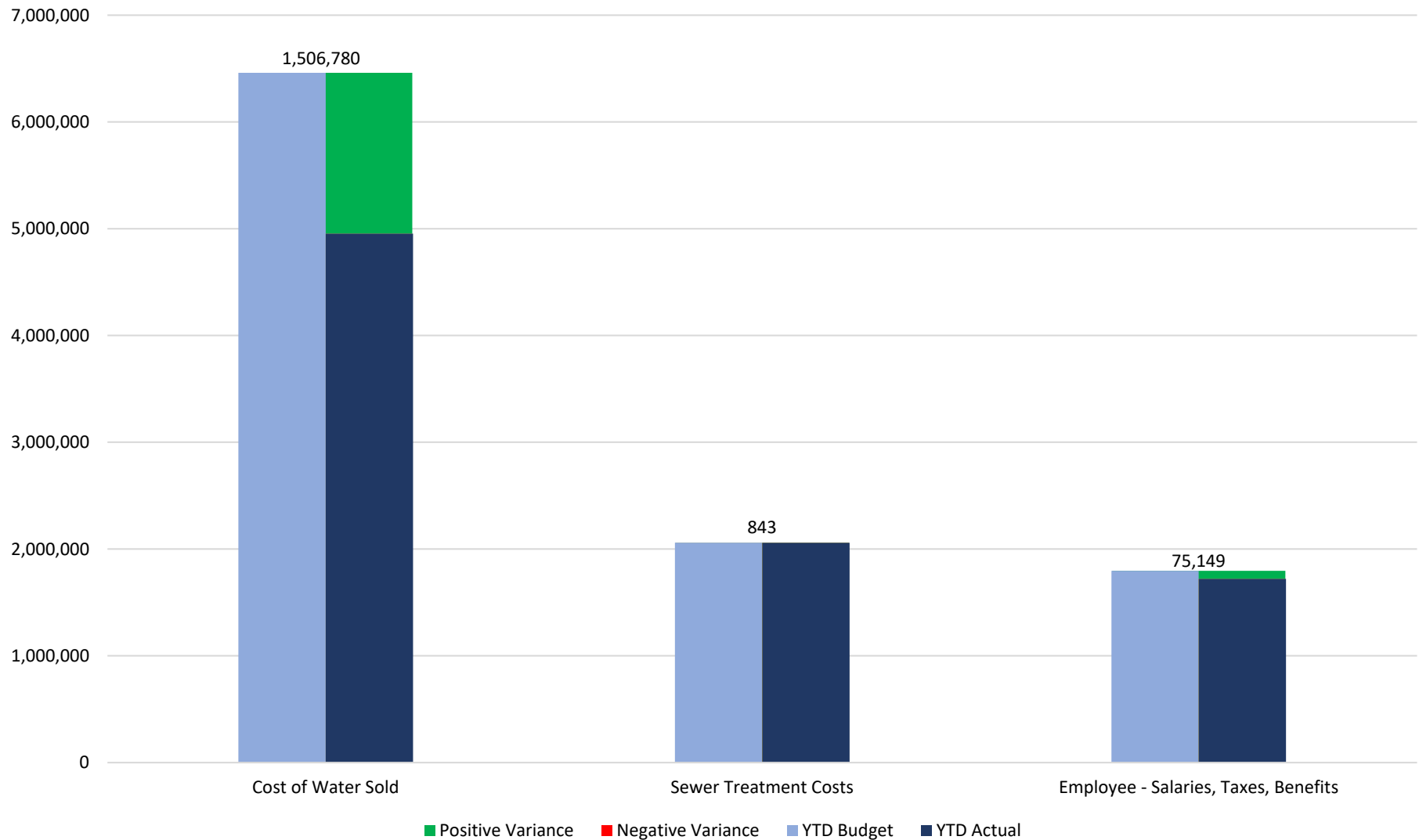
	2023 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget
<b>Operating Revenue</b>					
1 Delinquent Charges	70,000.00	47,959.00	55,638.43	7,679.43	116.01%
2 Inspection Fees	1,500.00	1,200.00	375.00	-825.00	31.25%
3 Insurance Claim Revenue	0.00	0.00	225,971.60	225,971.60	100.00% ***4
4 Meter Sales	0.00	0.00	1,365.30	1,365.30	100.00%
5 Miscellaneous Income	6,800.00	5,150.03	484,160.03	479,010.00	9401.11% ***3
6 Service Fee	3,789,548.00	2,825,865.95	2,821,729.11	-4,136.84	99.85%
7 Sewer User Charges	3,168,461.00	2,365,569.47	2,458,327.19	92,757.72	103.92%
8 Short Check Fees	400.00	280.00	1,400.00	1,120.00	500.00%
9 Shut Off Charges	4,450.00	2,750.00	2,650.00	-100.00	96.36%
10 Transfer Fees	20,250.00	14,715.00	13,680.00	-1,035.00	92.97%
11 Water Sales	8,420,632.00	6,033,671.28	4,580,095.14	-1,453,576.14	75.91% ***1
12 Total Operating Revenue	15,482,041.00	11,297,160.73	10,645,391.80	-651,768.93	94.23%
<b>Operating Expense</b>					
13 Accounting/Audit	16,500.00	16,500.00	19,100.00	2,600.00	115.76%
14 Auto Expense	125,800.00	94,350.24	83,808.30	-10,541.94	88.83%
15 Contracted Repairs	227,500.00	171,500.03	136,837.11	-34,662.92	79.79%
16 Cost of Meters Sold	15,000.00	11,250.00	5,777.59	-5,472.41	51.36% ***8
17 Cost of Water Sold	7,823,523.00	6,460,735.39	4,953,955.64	-1,506,779.75	76.68% ***1
18 Director Fees	12,000.00	9,000.00	7,100.00	-1,900.00	78.89%
19 Employee - Salaries, Taxes, Benefits	2,471,171.00	1,796,038.93	1,720,889.78	-75,149.15	95.82%
20 Engineering	145,000.00	108,749.97	95,915.05	-12,834.92	88.20% ***5
21 Insurance	150,393.00	112,794.75	110,301.78	-2,492.97	97.79%
22 Legal	200,000.00	150,000.03	225,071.33	75,071.30	150.05% ***9
23 Lobbyist	30,000.00	22,500.00	20,000.00	-2,500.00	88.89%
24 Office & Grounds	81,500.00	64,610.00	52,325.62	-12,284.38	80.99%
25 Office Expense	517,200.00	411,582.62	360,050.21	-51,532.41	87.48%
26 Repair Department	150,000.00	106,099.91	77,574.28	-28,525.63	73.11% ***8
27 Sewer Treatment Costs	2,729,304.00	2,059,478.00	2,058,634.74	-843.26	99.96%
28 UNCC Locates	8,500.00	6,374.97	7,576.17	1,201.20	118.84% ***6
29 Utilities	361,450.00	264,418.55	246,867.51	-17,551.04	93.36% ***5
30 Total Operating Expense	15,064,841.00	11,865,983.39	10,181,785.11	-1,684,198.28	85.81%
31 Income (Loss) Operating	417,200.00	-568,822.66	463,606.69	1,032,429.35	-81.50%

**Green Mountain Water and Sanitation District**  
**Profit & Loss vs. Actual**  
**September 30, 2023**

Accrual Basis

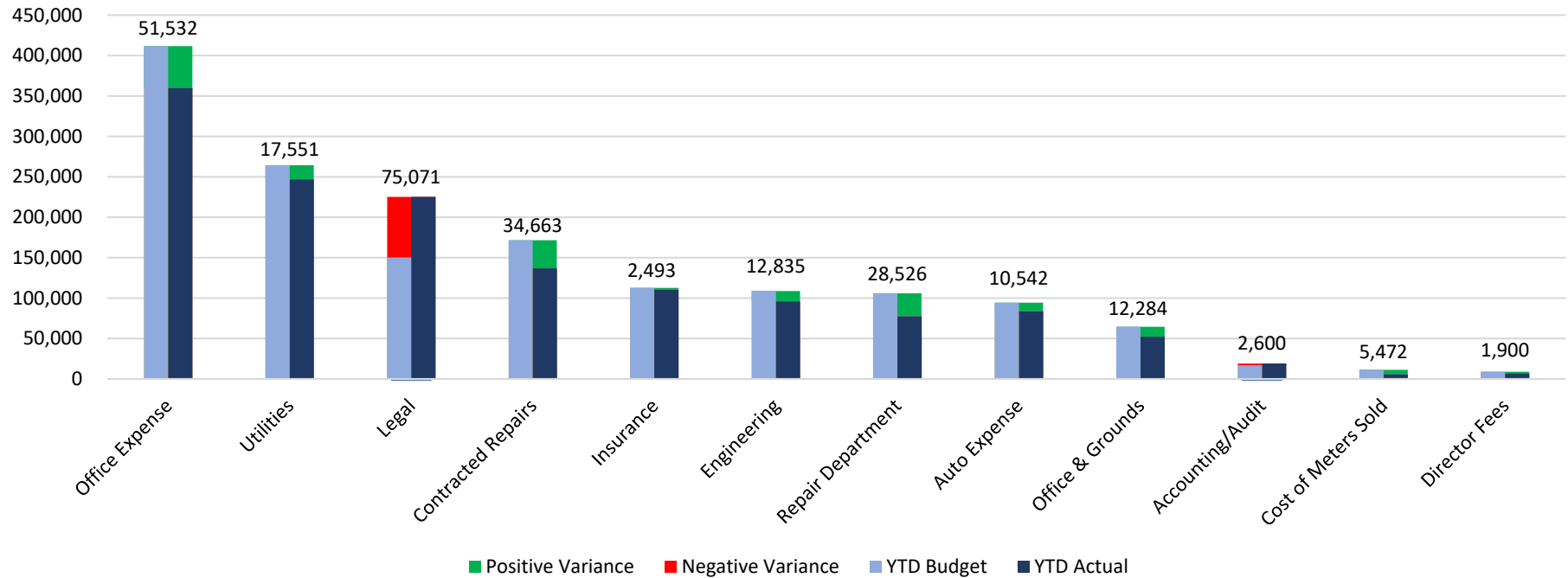
	2023 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget	
<b>Non-Operating Revenue</b>						
1	Capital Reserve Fund Revenue	2,588,742.00	1,882,574.24	1,542,842.74	-339,731.50	81.95% ***1
2	Interest Income	616,718.00	462,538.53	818,468.89	355,930.36	176.95% ***2
3	Sewer System Development Fees	83,395.00	66,716.00	14,148.00	-52,568.00	21.21%
4	Water System Development Fees	0.00	0.00	24,095.79	24,095.79	100.00%
5	Lease Income	2,400.00	1,800.00	1,600.00	-200.00	88.89%
6	<b>Total Non-Operating Revenue</b>	<b>3,291,255.00</b>	<b>2,413,628.77</b>	<b>2,401,155.42</b>	<b>-12,473.35</b>	<b>99.48%</b>
<b>Non-Operating Expenditures</b>						
7	2017 Cellular Endpoints	655,000.00	522,426.00	485,425.56	-37,000.44	92.92%
8	2020 Sewer System Improvements	575,000.00	235,000.00	65,210.00	-169,790.00	27.75%
10	2021 Sewer System Improvements	840,000.00	840,000.00	1,118,507.75	278,507.75	133.16% ***7
11	2022 Tamarisk LS Improvements	700,000.00	600,000.00	0.00	-600,000.00	0.00%
12	2022 Sewer - Kipling	325,000.00	325,000.00	451,462.94	126,462.94	138.91% ***7
13	2023 Water System Improvements	480,000.00	110,000.00	69,070.00	-40,930.00	62.79%
14	2023 Sewer System Improvements	890,000.00	300,000.00	0.00	-300,000.00	0.00%
15	2024 Design	75,000.00	25,000.00	11,230.00	-13,770.00	44.92%
16	2023 Field Equipment	54,000.00	45,000.00	41,209.83	-3,790.17	91.58%
17	2023 Office & Grounds	107,000.00	67,000.00	0.00	-67,000.00	0.00%
18	2023 Office Equipment	45,000.00	0.00	0.00	0.00	0.00%
19	2023 Vehicles	386,270.00	386,270.00	350,974.88	-35,295.12	90.86%
20	Capital Contingency	454,000.00	0.00	0.00	0.00	0.00%
21	<b>Total Non-Operating Expenditures</b>	<b>5,586,270.00</b>	<b>3,455,696.00</b>	<b>2,593,090.96</b>	<b>-862,605.04</b>	<b>75.04%</b>
22	<b>Income (Loss) Non-Operating</b>	<b>-2,295,015.00</b>	<b>-1,042,067.23</b>	<b>-191,935.54</b>	<b>850,131.69</b>	<b>18.42%</b>
23	<b>Net Income</b>	<b>-1,877,815.00</b>	<b>-1,610,889.89</b>	<b>271,671.15</b>	<b>1,882,561.04</b>	<b>-16.86%</b>

### High Dollar Operating Expense YTD Actual vs Budget



**-Cost of Water Sold-** For Jan-Sept 2023, the District used 154,374,000 less gallons (12.99% less) compared to Jan-Sept 2022. Water use is 23.70% less than budgeted for 2023. The significant rainfall in May, June, July has kept consumption down. Water used in September is not billed to customers until October and November.

### Operating Expense YTD Actual vs Budget



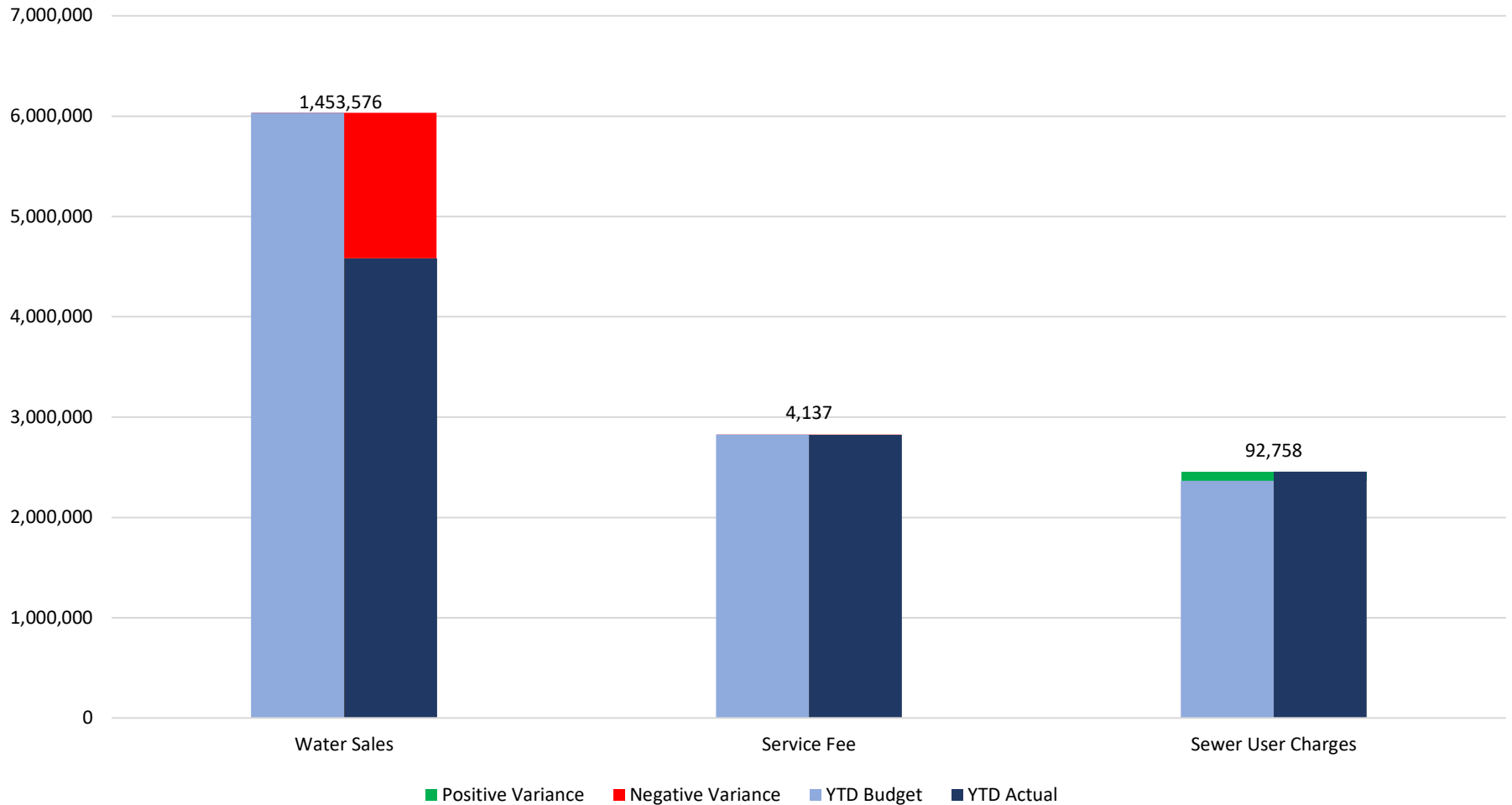
**-Engineering & Utilities-** Invoices are typically received a month behind services performed and used.

**-UNCC Locates-** Over 2,000 locates called in during September. Average locates called in are typically closer to 500 per month.

**-Cost of Meters Sold & Repair Department-** We have not had the need to order meter stock. Placed a large in October to replenish fire hydrant and valves stock.

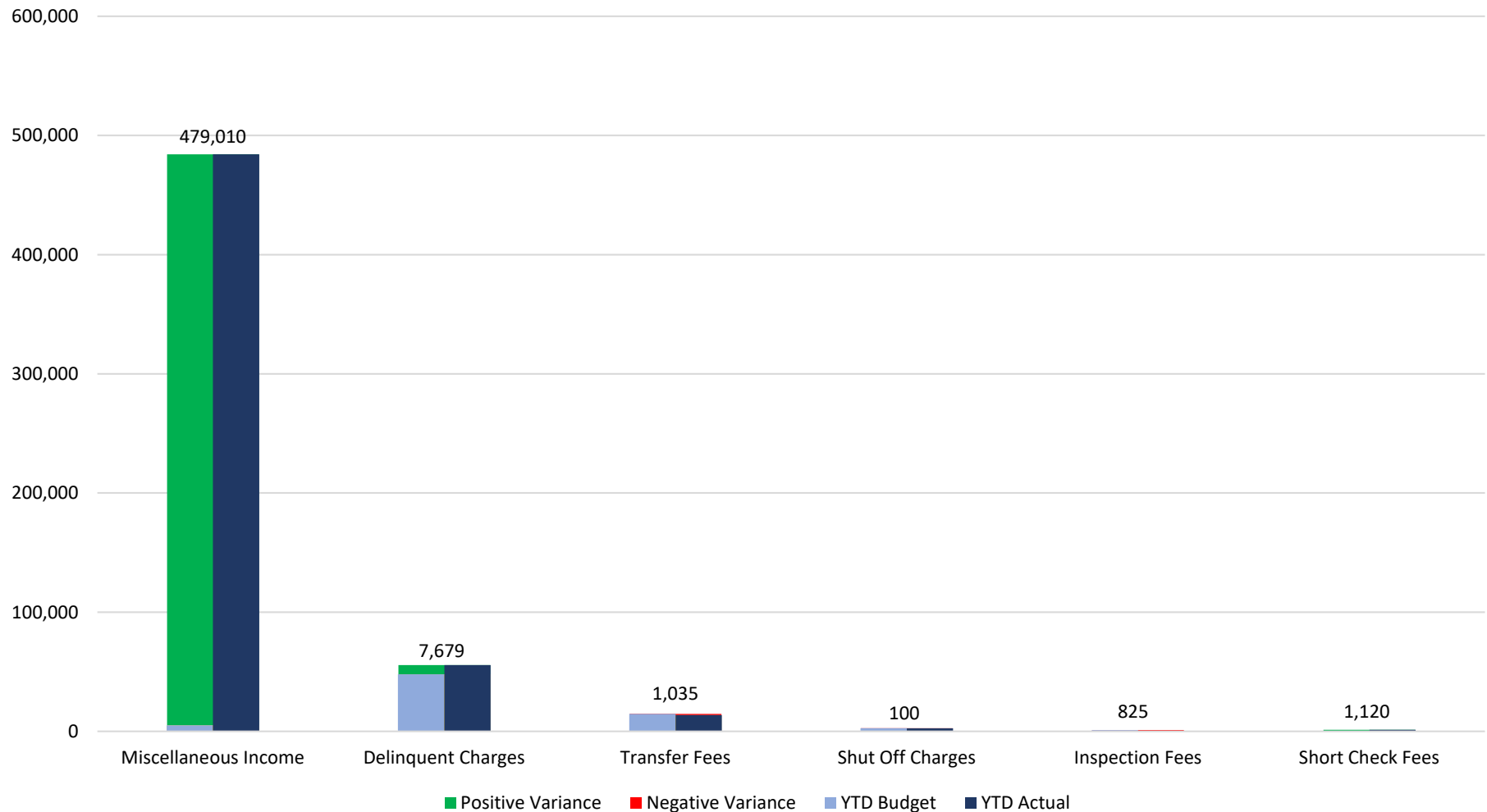
**-Legal-** Legal is higher than anticipated YTD.

### High Dollar Operating Revenues YTD Actual vs Budget



**-Water Sales-** For Jan-Sept 2023, the District used 154,374,000 less gallons (12.99% less) compared to Jan-Sept 2022. Water use is 23.70% less than budgeted for 2023. The significant rainfall in May, June, July has kept consumption down. Water used in September is not billed to customers until October and November.

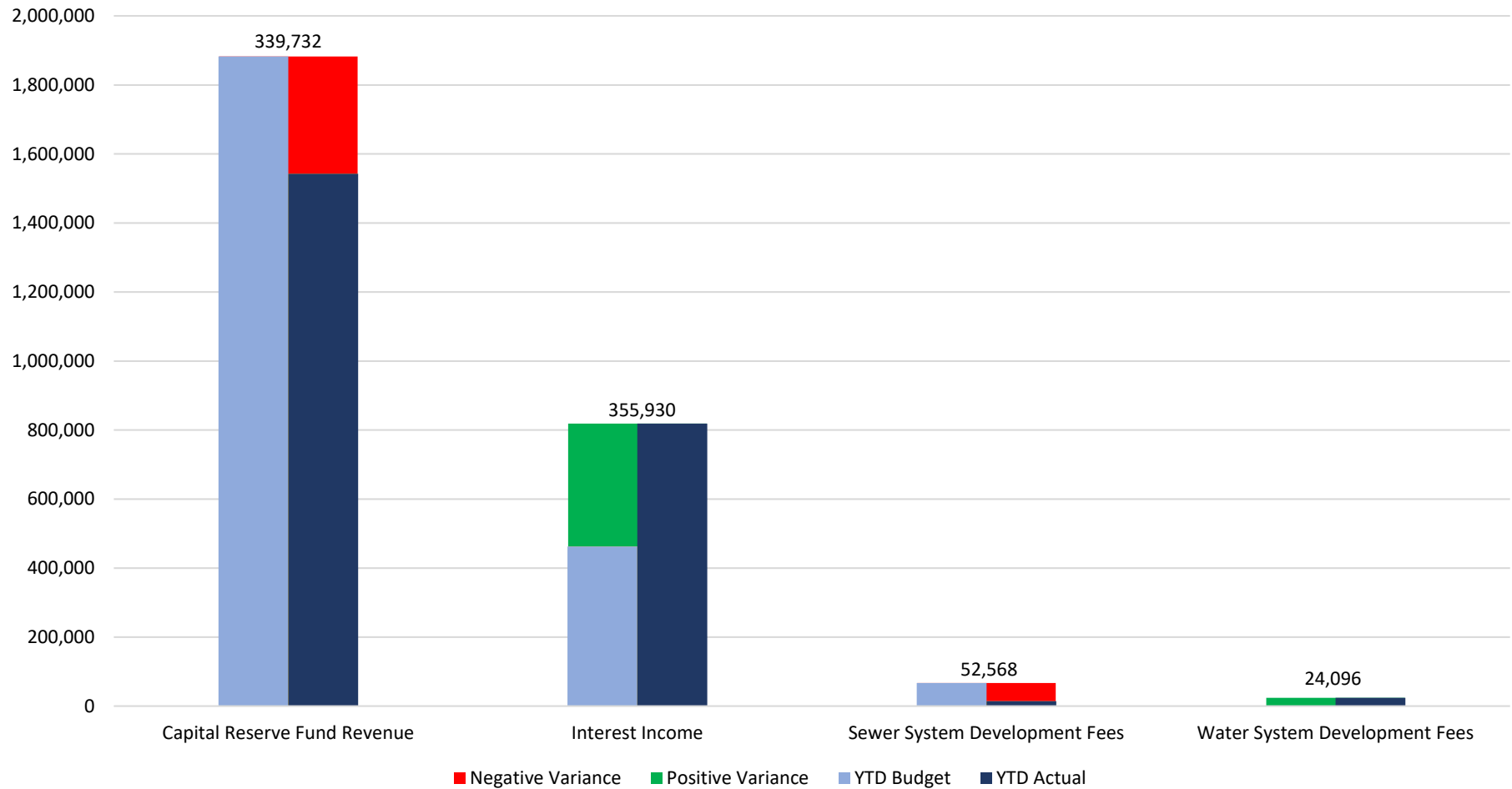
### Operating Revenues YTD Actual vs Budget



**-Miscellaneous Income-** Received a payment of \$11,300 from CEBT (Health insurance provider) because of a favorable Medical Loss Ratio for 2022. Received a reimbursement of \$5,547.12 for safety equipment from the CSD pool. There have been multiple CORA requests which have ended up taking a significant amount of time which resulted in charges to the requesters. In August we received a large settlement payment for the Red Zone Tank liner, we performed the sewer cleaning and TV inspection for Fossil Ridge which was billed (\$93,846.74) and received, and we received the cost sharing payment for the Kipling Sewer project for \$250,000.



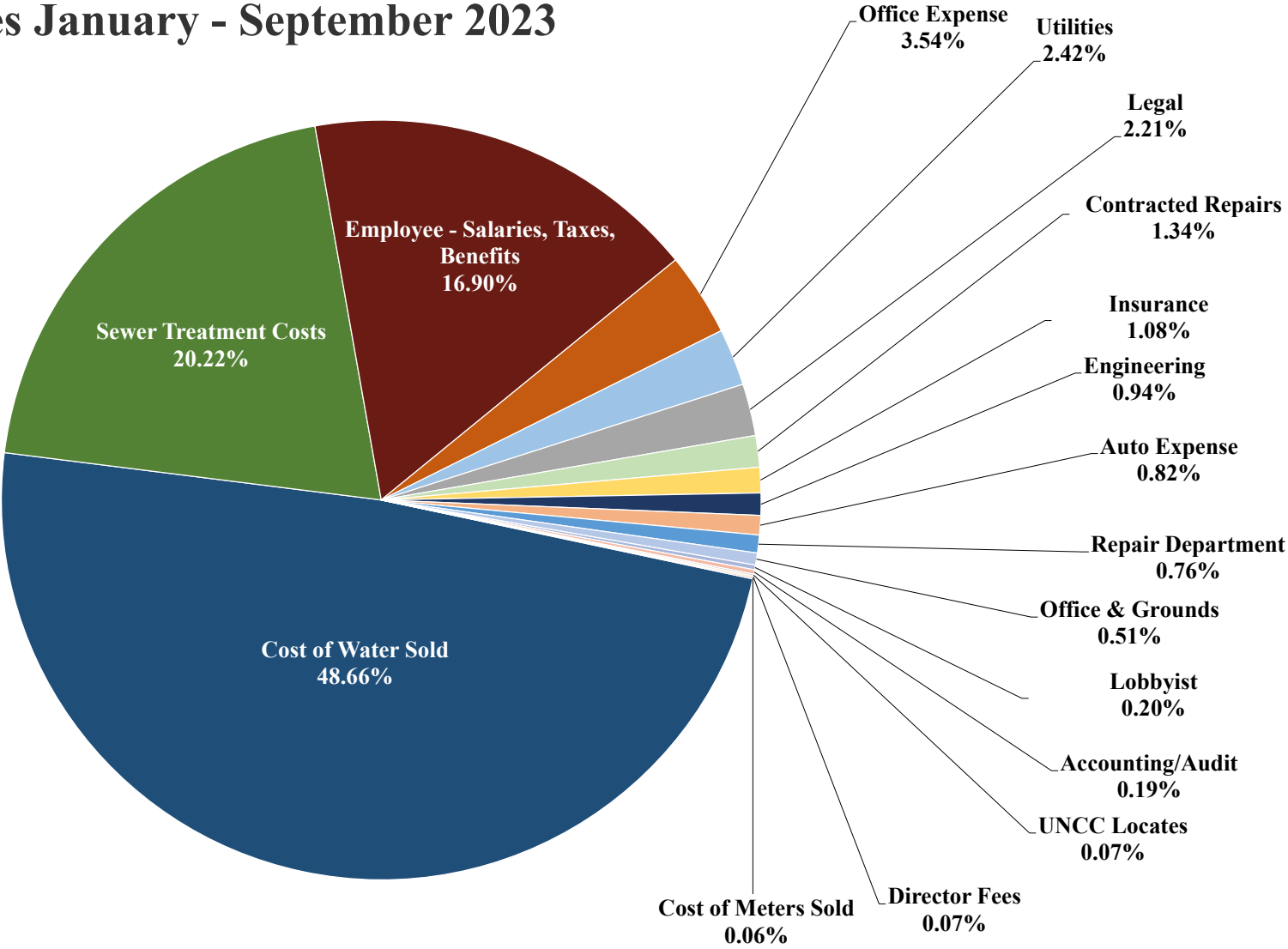
### Non-Operating Revenues YTD Actual vs Budget



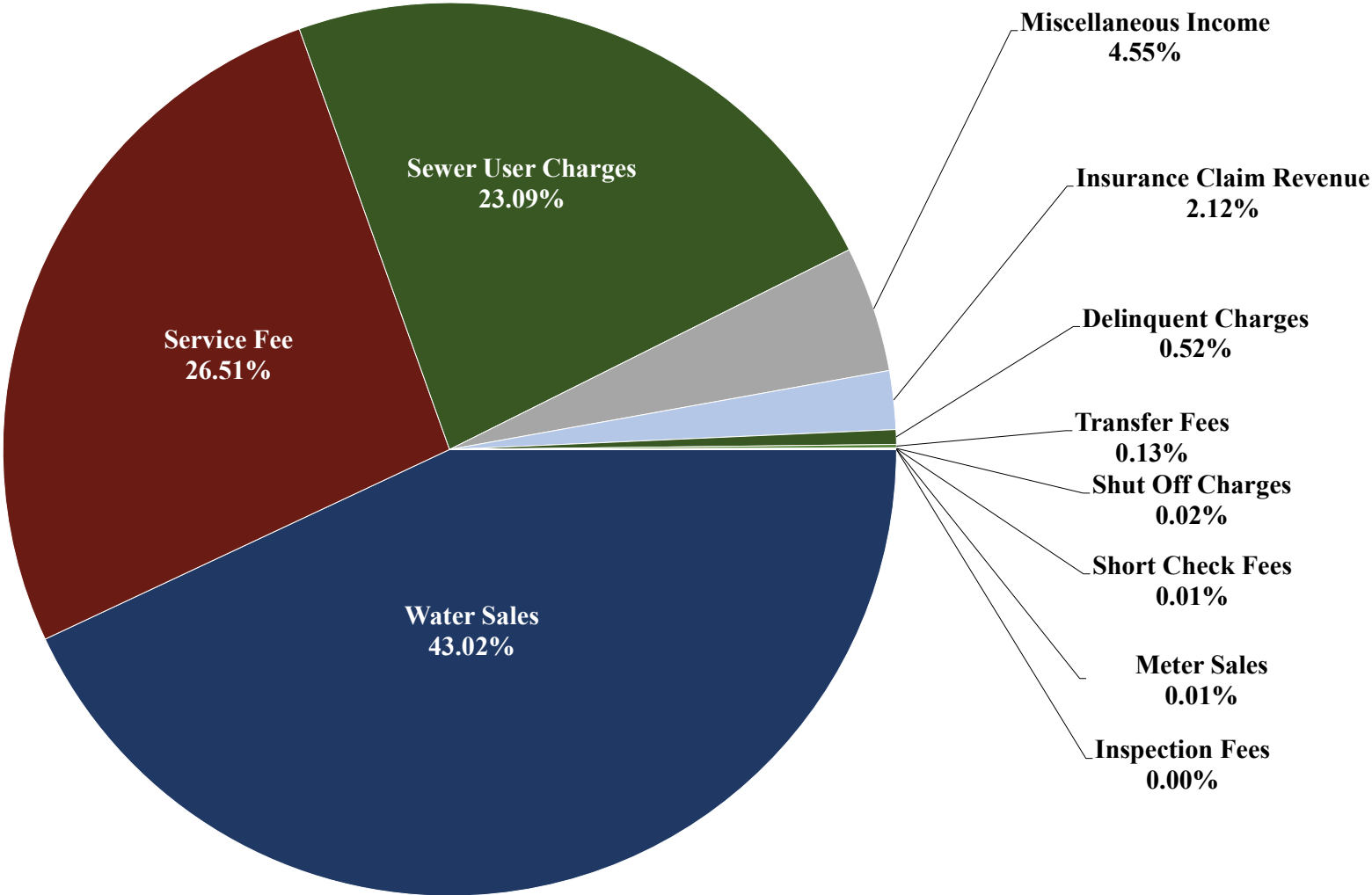
**-Capital Reserve Fund Revenue-** For Jan-Sept 2023, the District used 154,374,000 less gallons (12.99% less) compared to Jan-Sept 2022. Water use is 23.70% less than budgeted for 2023. The significant rainfall in May, June, July has kept consumption down. Water used in September is not billed to customers until October and November.

**-Interest Income-** The federal reserve voted in July to increase rates another 0.25% bringing the range to 5.25-5.50%

# Operating Expenses January - September 2023



# Operating Revenues January - September 2023





# DISTRICT ENGINEERS REPORT

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OCTOBER 10, 2023

# District Engineers Report

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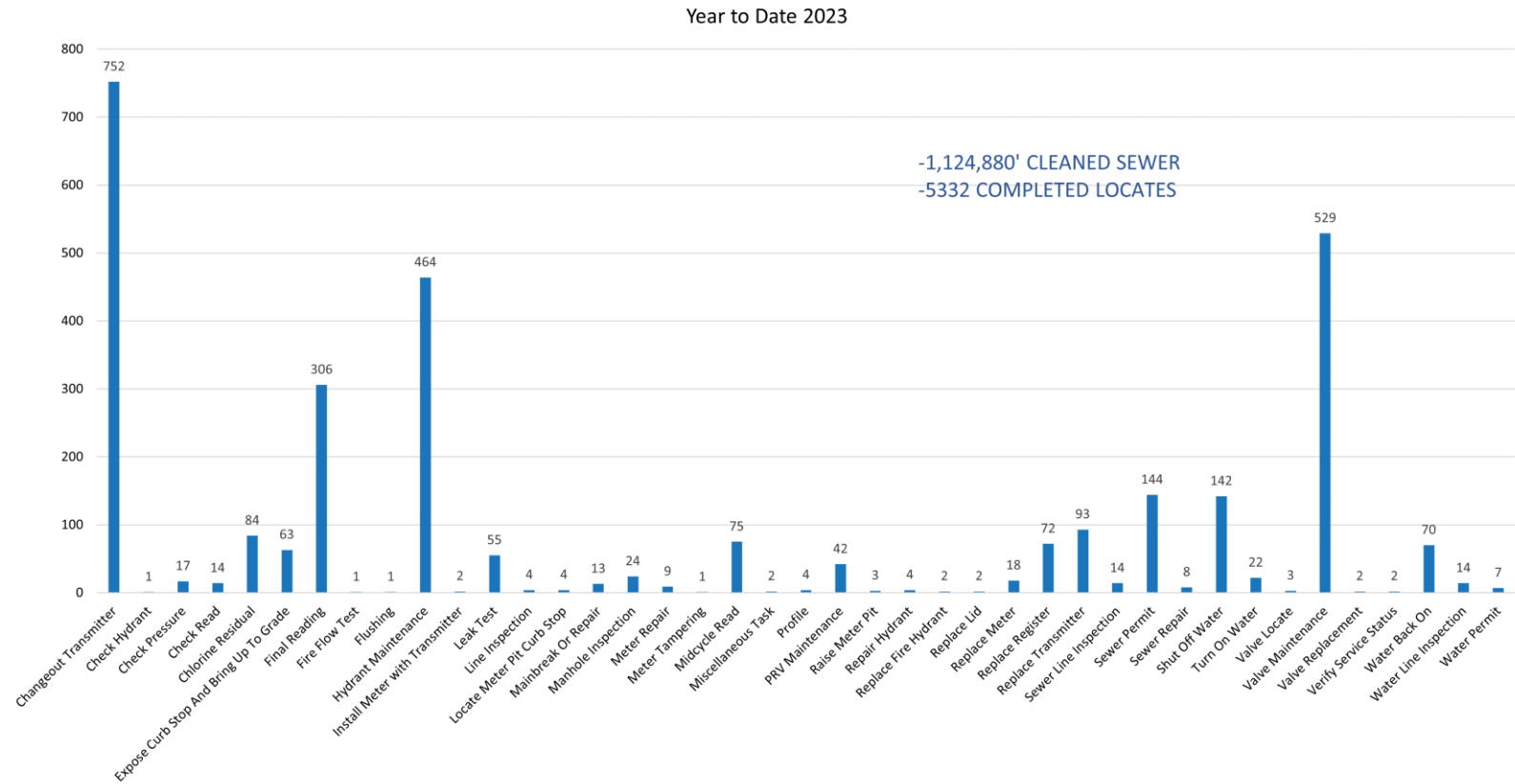
Maintenace & Operations Report – Josh Stanley, Field Supervisor

Engineers Report – Mike Yost, District Engineer

- Land Development Reviews
- Infrastructure Replacement Projects
- Engineering Projects
  - District Manager Search
  - Consulting Engineer Selection - Board Action Requested

# Field Supervisor Maintenance and Operations Report

- Main break at W Florida Ave and S Urban Way 6" CIP installed in 1960
- Main break at 12252 W Atlantic Dr 6" CIP installed 1973
- IRP and CIP planning sheet is continuing to receive improvements, we've integrated it to our GIS software for visualization and heat map tracking



# Proposed Development Reviews

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For Information Only – No Board or legal Action needed at this time:

- 1078 Alkire
- Fed Center TOD



# Infrastructure Replacement Projects

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For Information Only – No Board or Legal Action Requested

## **Bear Creek CIPP**

Substantially complete

- Final change order & pay application
- Submitted to Bear Creek WSD for their review





# Engineering Projects

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## District Managers Search

### Additional Job Postings

- LinkedIn
- National Society of Professional Engineers
- American Society of Civil Engineers (Pending)



# Engineering Projects

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## RFQ - Consulting Engineers

3 Firms submitted Statement of Qualifications (SOQs)

Follows 'Brooks Act' federal requirement - design professionals

- **RG & Associates** (Wheatridge, 44th & Ward area)
- **Miller & Associates** (Lakewood, GMWSD)
- **Olsson** (Denver, Sheridan & Wadsworth, Sloans Lake area)



# RFQ - Consulting Engineers

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## Selection Committee:

Todd Hooks – Board of Directors, Treasurer

Josh Stanley - Field Supervisor

Sam McKay – GIS Specialist

Doug Pavlish – Finance Specialist

Mike Yost - District Engineer



# RFQ – Consulting Engineers

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## **RG & Associates**

Did not bring in for Interview; Currently under contract for Waterline Replacement

Biggest Engineering project with GMWSD – GMWSD can evaluate their performance as a determiner of future work



# RFQ – Consulting Engineers

## Miller & Associates

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- 4 employees in Lakewood, 70 Firm-wide
- Not in ENR Top 500 list
- Funding Specialist – In-house
- SCADA – Out-source
- Geotech, material testing, Non-destructive testing –  
Out-source
- Rate Studies – In-house, limited
- Structural, MEP, Environmental – Out-source



# RFQ – Consulting Engineers

## Olsson

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- 150 employees-Colorado, 2,000 employees & 150 W/WW engineers firm wide, No. 73 ENR Top 100 list
- Funding Specialist – In-house
- SCADA – In-house
- Geotech, material testing, Non-destructive testing – In-house
- Rate Studies – In-house
- Structural, MEP, Environmental – In-house
- Transportation, urban planning, power distribution, landscape architecture, airports, many others – In-house



# RFQ – Consulting Engineers

## Requested Board Action

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Ratify District Engineers Recommendation to select Miller & Olsson for On-call Engineering Services

AND

Authorize District Engineer to enter negotiations with Miller & Olsson for standard consulting engineering contract

GMWSD currently does not have standard engineering contract

Dylan Woods, District Attorney, will also be asked to review

