



GREEN MOUNTAIN WATER & SANITATION DISTRICT

**Board of Directors Regular Meeting
February 13, 2024**

13919 W Utah Avenue
Lakewood, CO 80228
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E-Mail: customerservice@greenmountainwater.org

NOTICE OF REGULAR MEETING

GREEN MOUNTAIN WATER AND SANITATION DISTRICT

February 13, 2024.

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 February 13, 2024, 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: 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 and our IT (Information Technology) 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 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. January 9th Regular Meeting Minutes [pg 4](#)

6. **Financial Matters (Doug Pavlich)** [pg 10](#)
 - a. Daily/Monthly Operating Expenses & Capital Expenditures [pg 11](#)
 - b. Unaudited Financial & Investment Report [pg 17](#)
 - c. Consideration of Long-term Investments [pg 31](#)

7. **District Reports**
 - a. Maintenance Report [pg 33](#)
 - b. District Engineering Report
 - i. Development Review [pg 37](#)
 - ii. Federal Center update [pg 41](#)
 - iii. Infrastructure Replacement Projects

8. **Director's Matters**
 - a. Vote for new District Manager
 - b. Decide between mediation options on Big Sky case
 - i. Option 1: Tell court we tried before and it didn't work
 - ii. Option 2: enter mediation

9. **Legal Matters (Dylan Woods, Title 32 Attorney for the District)**
 - a. Ravine bridge agreement status
 - b. Insurance claim update

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 and instructing negotiators regarding
 - a. Big Sky mediation (session needed depending on vote in item 8)

11. **Legal Matters – Any actions resulting from executive session**
 - i. Election of mediation subcommittee (depending on vote in item 8)

12. **New Business**
 - a. Staff holiday schedule

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

January 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, January 9, 2023.

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

<p>Attendance:</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, President David Garner, Vice President Todd Hooks, Treasurer Dave Wiechman, Secretary Roger Wendell, Director</p> <p>Not present, and unexcused:</p> <p>Also present were: Dylan Woods, Title 32 Attorney Sam McKay, GMWSD Josh Stanley, GMWSD Doug Pavlich, GMWSD</p> <p>Peter Lerner, President – Brookfield Residential Anastasia Urban and Neil Arney, Solterra LLC David, Homeowner Randy Little Unknown name Heidi Barthel Ludmila Glasson Deborah Romero Terry – Fossil Ridge Kevin Wright Jim Otton Mr. Lebeue</p>
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<p>Call to Order / Declaration of Quorum (0:09)</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>Directors & Disclosure Matters (0:32)</p>	<p>Director Wendell acknowledged receiving and reading resident emails and thanked them for their comments.</p>
<p>Approval of/Additions to /Deletions from the Agenda (0:58)</p>	<p>Director Wiechman MOVED to remove Consideration of Solterra Offer Letter from the agenda. Director Garner seconded and withdrew the second. Director Morgan seconded, following discussion and upon vote, the motion FAILED with Director Wiechman voting in favor.</p>
<p>Public Comment (6:09)</p>	<p>David provided comment about plans to build an ADU on his property and has withdrawn his plan due to the \$33,000 cost for the water tap from Green Mountain Water. David does not feel that the cost is equitable and everyone should be charged equally. He believes that the cost will cause homeowners to build additions instead of ADUs to save costs. He hopes that the Board can be accommodating of affordable housing and potentially revise the cost. David is appreciative of the Board’s work. (6:41)</p> <p>Peter Larner, President of Brookfield is seeking sewer permits and is requesting that the sewer permits be issued. The infrastructure is completed and costs have been paid to the District. Home prices are rising due to the delay. Over \$4M of infrastructure has been paid for. Brookfield is willing to pay the new rates. Plans have been reviewed and approved by the GMWSD engineer. (10:30)</p> <p>Randy Little runs a news service website. He is wondering why GMWSD is dealing with</p>

Solterra when the property is not within the District. Hearsay is that the Board is accepting money and lunches from the developers. Randy took a tour of the Federal Center and the land is some of the most polluted land in Colorado. He does not want Green Mountain to be on the hook for contamination issues. Would like to know who is going to pay for the bridge across the ditch. Randy would like the Board to do what is right by the District residents. (13:56)

[No Name] Comment regarding the City of Lakewood has their own sewage treatment plant. (17:39)

Heidi Barthel previously sat on the Lakewood Advisory Commission and has been in the Green Mountain area for 50 years. Suggested that the Board needs a study done regarding capacity and the state of the water system before proceeding with development. Would like the Board to not set precedents on new construction. Raised concerns about the Federal Center contaminated property that should not be built on. Would like further studies. Thinks that ADUs should be allowed. (18:04)

Ludmila Glasson asked whether the Solterra offer would be shared with the community. Would like transparency before negotiations are completed and allow voting or approval by the community before proceeding with extraterritorial services. Please make the meeting short. (21:12)

Deborah Romero would like to echo Ludmila's comments. Doesn't believe that Brookfield is entitled to sewer service from the District and would like the builder to explore other servicer options. (25:11)

	<p>Anastasia Urban provided clarification regarding the prior case with Fossil Ridge Metro District and Green Mountain Water in regard to the service plan. Over 1,200 units have been previously approved and built for the District and the remaining 87 units are being requested for service. (28:54)</p>
<p>Approval of Minutes (30:55)</p>	<p>Director Garner MOVED to approve the December 5, 2023 Special Meeting Minutes as presented and December 12, 2023 Regular Meeting Minutes as amended. Director Hooks seconded, following discussion and upon vote, the motion PASSED unanimously.</p>
<p>Financial Matters (32:10)</p>	<p>The Board reviewed the December/January 2023/2024 Daily/Monthly Operating Expenses & Capital Expenditures. Director Hooks MOVED to approve the expenditures. Director Garner seconded, following discussion and upon vote, the motion PASSED unanimously.</p> <p>The Board reviewed the 2023 Audit Engagement Letter. Director Hooks MOVED To accept the 2023 Audit Engagement Letter. Director Wendell seconded, following discussion and upon vote, the motion PASSED unanimously.</p> <p>The Board reviewed the December 2023 Unaudited Financial & Investment Report. Director Hooks MOVED to accept the November 2023 Unaudited Financial & Investment Report. Director Garner seconded, following discussion and upon vote, the motion PASSED unanimously.</p> <p>Director Morgan inquired as to whether it is feasible for the District to invest in long-term instruments. Director Hooks commented on financial constraints with District funds and the need for liquidity. Mr. Pavlich recommended that the Board review rates for</p>

	<p>PDPA Certificates of Deposit at a future meeting.</p>
<p>District Reports (40:17)</p>	<p>Mr. Stanley provided the Maintenance Report. There were four mainline breaks in December and 22 for the year. Siding work at the office due to the insurance claim is in progress and should be finished by the end of the week. (40:17)</p> <p>Mr. Stanley provided the District Engineering Report. The RFQs for the Federal Center engineering consultant have been reviewed. Four firms were selected for interviews with Director Morgan and Director Hooks. 2024 infrastructure replacement project surveying is completed with bids to follow. Existing pipes will be replaced over abandoning and moving the pipe. Development reviews include a car wash on Alameda Pkwy. Fletcher Miller School planning has started. The old school will be demolished once the new school is up and running. The District needs to hire an engineer to do an environmental study for GMWSD. (43:36)</p>
<p>Director’s Matters (52:36)</p>	<p>None.</p>
<p>Legal Matters (52:44)</p>	<p>Mr. Woods presented the 2024 Annual Resolution. Director Hooks MOVED to approve the 2024 Annual Resolution. Director Wendell seconded the motion, following discussion and upon vote the motion PASSED unanimously. (52:44)</p> <p>Mr. Woods presented the Solterra Offer Letter. The letter requests that the District approve the release of the 87 taps. Mr. Woods advised that the letter has no bearing on the litigation except that the proposal involves dismissing the appeal and any alternative litigation in exchange for approving the taps. In response to public comment, Director Garner clarified that he has not spoken with Brookfield or negotiated with them. (53:50)</p>

<p>New Business (57:34)</p>	<p>Director Hooks requested that consideration of long-term investments is added to the next meeting agenda. (57:34)</p> <p>Director Wiechman requested a meeting to determine the outcome of the District Manager interviews. Mr. Woods advised that the finalist names need to be published publicly at least 14 days before a decision is made. Director Wiechman recommended checking references. Mr. Woods advised that a background and credit check would be appropriate in consideration of the position. Director Wendell MOVED to conduct a background and credit check for the selected finalist, to be considered on a case-by-case basis. Director Wiechman seconded the motion, following discussion and upon vote, the motion PASSED unanimously. The Board scheduled a Special Meeting for January 30, 2024 to discuss District Manager candidates. (57:50)</p>
<p>Adjourn (1:09:41)</p>	<p>Director Garner MOVED to adjourn the meeting. Director Hooks seconded the motion, following discussion and upon vote the motion PASSED by unanimous consent, and the meeting was adjourned at 7:10 p.m.</p>

David Wiechman, Secretary

Memorandum

TO: BOARD OF DIRECTORS
FROM: DOUG PAVLICH, FINANCIAL SPECIALIST
SUBJECT: FINANCIAL MATTERS
DATE: February 13, 2024

a) January 2024 Expenditures

- a. January/February 2024 monthly & daily operating expenses in the amount of \$832,795.94 a list of which is attached.
- b. January/February 2024 Capital Expenditures in the amount of \$82,636.75 a list of which is attached.

b) January 2023 Unaudited Interim Financial Reports

- a. Investment Reports
- b. Financial Reports

c) Consideration of Long-term Investments

1st Bank Monthly Activity
January/February 2024

Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
2017 Cellular Transmitters	17348	02/13/24	Utility Metering Solutions LLC	Interface Setup/Project Management/ Mobilization/Scheduling & Retrofit x643 - January	71,973.00	71,973.00
2020 Sewer System Improvements	17344	02/13/24	Respec	Wastewater Pipe Design Support Structure - December	4,183.75	4,183.75
Auto Expense	1329	02/09/24	4 Rivers Equipment	Adapter/Fitting - Unit 38	36.98	
	1335	02/09/24	Intermountain Sales of Denver	Throttle Cable - Unit 30	141.34	
	1338	02/09/24	Southern Tire Mart	Tire - Unit 8	215.00	
	17332	02/13/24	City of Lakewood	Fuel for December	3,993.52	4,386.84
Contract Labor	1332	02/09/24	Browns Hill Engineering & Controls	Troubleshoot Ubiquiti Equipment	395.60	
	EFT	02/01/24	Browns Hill Engineering & Controls	vSaaS - February	1,464.00	
	17329	01/09/24	Centennial Consulting Group	May 9, May 18, June 13, June 20, June 28, October 24, December 12 Meeting Minutes	4,000.00	
	17330	02/13/24	A-Fast Patch Paving	17' x 20' Main Break Patch - 13687 W Virginia/28' x 7' & 11' x 20' Main Break Patch - 13733 W Ohio Dr/6' x 8' Valve Repair Patch - 13767 W Asbury/Valve Repair Patch - 2194 S Braun Way	10,785.00	
	17340	02/13/24	Larson Design Group, Inc	Enterprise & GIS Support	8,397.00	
	17346	02/13/24	IT Consultants	InfoSec Policy/TLS Detection	5,178.75	30,220.35
Cost of Water Sold	EFT	02/29/24	Denver Water Department	January Cost of Water	343,749.36	343,749.36
Employee - Salaries, Taxes, Benefits	EFT	01/10/24	PERA	401A Contributions; \$5,049.19 Employee Paid, \$8,291.92 GMWSD Paid, Life Insurance \$15.50	13,356.61	
	EFT	01/10/24	Paychex	Employee SS & Medicare \$4,237.65 Employer SS & Medicare \$4,237.65 Employee Fed Income Tax \$4,495.51, Employee State Income Tax \$1,910.00, Employer State Unemployment \$439.01, Garnishment \$344.76, Net Pay \$38,756.96, Paychex Processing Fee \$919.40	55,340.94	
	EFT	01/24/24	PERA	401A Contributions; \$5,438.32 Employee Paid, \$8,930.95 GMWSD Paid, Life Insurance \$15.50	14,384.77	
	EFT	01/24/24	Paychex	Employee SS & Medicare \$4,874.42 Employer SS & Medicare \$4,874.38, Employee Fed Income Tax \$5,503.88, Employee State Income Tax \$2,231.00, Employer State Unemployment \$184.68, Garnishment \$344.76, Net Pay \$44,774.68, Paychex Processing Fee \$893.40	63,681.20	
	EFT	02/01/24	Humana	Dental Insurance	2,306.90	
	EFT	02/01/24	CEBT	Medical/Life/LTD/Vision/Voluntary Life Insurance- Employer Paid \$24,279.60, Employee Paid \$6,398.48	30,678.08	
	EFT	02/07/24	PERA	401A Contributions; \$5,702.79 Employee Paid, \$9,365.30 GMWSD Paid, Life Insurance \$15.50	15,083.59	
	EFT	02/07/24	Paychex	Employee SS & Medicare \$4,793.19 Employer SS & Medicare \$4,793.22, Employee Fed Income Tax \$5,868.26, Employee State Income Tax \$2,015.00, Employer State Unemployment \$168.99, Garnishment \$344.76, Net Pay \$43,373.04, Paychex Processing Fee \$893.40	62,249.86	257,081.95

Engineering	17339*	02/13/24	JVA Engineering	Tamarisk Lift Station Scenarios/Sewer Model	1,295.00	1,295.00
Insurance	1333	02/09/24	Colorado Special Distr Prop & Liab Pool	Workers' Compensation Claim Deductible	500.00	500.00
Legal	17334	02/13/24	Coaty Marchant Woods, P.C.	Legal Fees - January	18,061.50	
	17341	02/13/24	Ogborn Mihm, LLP	Litigation Fees - December	97,570.13	115,631.63
Lobbyist	17335	02/13/24	Colorado Legislative Strategies	Lobbying Services 12 of 12	2,500.00	2,500.00
Office & Grounds	EFT	02/02/24	Clean Freaks	Monthly Office Cleaning	520.00	
	17333	02/13/24	City of Lakewood Utilities	Annual Stormwater Fees x4 Sites	1,677.89	2,197.89
Office Expense	1328	02/08/24	Archer Sign & Design	Office Hours - Front Door	182.50	
	1331	02/09/24	Badger Meter Inc	Beacon Mobile Hosting - January	148.96	
	EFT	01/20/24	Paychex	Timekeeping	147.08	
	EFT	01/20/24	Rocky Mountain Reserve	FSA/DCA/HRA Admin	135.90	
	EFT	01/31/24	Xerox Financial Services	Lease/Equipment Protection 1/06-2/05	483.23	
	17336	02/13/24	Continental Utility Solutions	Credit Card Processing Fees - December & January	15,222.51	
	17337	02/13/24	IT Consultants	EncompassIT Server/Desktop/Infrastructure/Firewall/Cloud Backup/Third Wall/Sentinal One/Server Upgrade	4,853.50	
	17338	02/13/24	Infosend	Residential/Second Notice/Commercial Bill Printing & Mailing - December & January	6,642.57	
	17343	02/13/24	Ram Computer Supply	T640 Server Post Warranty	952.24	
	17345	02/13/24	Revize LLC	Annual Website Hosting	1,975.00	
	17347	02/13/24	Technical Advisory Committee	2024 Membership Dues	2,525.75	33,269.24
Payroll Liabilities	EFT	01/10/24	PERA	Employee Paid Contributions to 401K Retirement Accounts 1/10 PR	257.80	
	EFT	01/10/24	PERA	Employee Paid Contributions to 457 Retirement Accounts 1/10 PR	125.51	
	EFT	01/23/24	Rocky Mountain Reserve	FSA Claims 1/15-1/21	875.00	
	EFT	01/24/24	PERA	Employee Paid Contributions to 401K Retirement Accounts 1/24 PR	264.68	
	EFT	01/24/24	PERA	Employee Paid Contributions to 457 Retirement Accounts 1/24 PR	129.16	
	EFT	01/30/24	Rocky Mountain Reserve	FSA Claims 1/22-1/28	20.00	
	EFT	02/01/24	Aflac	Supplemental Insurance	165.42	
	EFT	02/07/24	PERA	Employee Paid Contributions to 401K Retirement Accounts 2/07 PR	267.47	
	EFT	02/07/24	PERA	Employee Paid Contributions to 457 Retirement Accounts 2/07 PR	135.18	2,240.22
Reimbursable	17339*	02/13/24	JVA Engineering	Club Car Wash Review	700.00	700.00
Repair Department	1327	01/12/24	General Air	Welding Tank Rental	121.56	
	1330	02/09/24	Ace Hardware	Electrical Tape x3/Fastners x2/Push Broom x2/Multi-Purpose Cleaner/Air Freshner/Car Wash Soap/Tape Measure/Screwdriver	172.94	
	1334	02/09/24	Intermountain Safety Shoes	Safety Boots x5	735.76	
	1336	02/09/24	Metron-Farnier, LLC	Hydrant Meter Cell Service	50.00	
	1337	02/09/24	Oxford Recycling Inc	Asphalt Recycling x2 Loads	130.00	
	EFT	01/31/24	Core & Main	6"x15" Replair Clamp x1	189.19	
	17331	02/13/24	Canyon Systems Inc	Self Cleaning Wear Plate/Cover Plate/O-Ring - Lift Station	1,201.50	
	17342	02/13/24	Pioneer Inc	Squeegee Refill x24.53 TN/Roadbase Refill x73.32 TN	2,912.72	5,513.67
UNCC Locates	1339	02/09/24	Utility Notification Center of Colorado	UNCC Locates - January	468.27	468.27

Utilities	EFT	01/16/24	Xcel Energy	Gas/Electric Nov/Dec	16,025.54	
	EFT	01/23/24	Sound Telecom	Answering Service - January	290.52	
	EFT	02/13/24	T-Mobile	Cell Phone/Tablet/GPS Tracking 12/20-1/21	1,683.88	
	EFT	02/16/24	Comcast	P2 Internet Services 1/21-2/20	119.85	
	EFT	02/20/24	SunShare	Solar Garden Allocation - December	3,944.67	
	EFT	02/21/24	Greenbacker	Solar Garden Allocation (DIA) - December	1,981.33	
	EFT	02/21/24	Greenbacker	Solar Garden Allocation (Linnebur) - December	1,485.42	25,531.21
VISA - AP	EFT	01/23/24	VISA	Auto Expense \$147.15, Office Expense \$3,759.39, Office & Grounds \$674.64, Repairs & Maintenance \$2,930.13, Capital Office & Grounds \$6,479.00	13,990.31	13,990.31
Subtotal of All Expenditures					915,432.69	915,432.69
Subtract Capital Expenditures					82,635.75	82,636.75
Total Monthly Operating Expenses					\$832,796.94	\$832,795.94

1st Bank Daily Operating
1st Bank Monthly Operating
* Multiple Expense Accounts Paid with 1 Check

1st Bank VISA
December 2023/January 2024

Date	Name	Memo	Amount
AUTO EXPENSE			
Gasoline			
01/11/2024	Advance Auto Parts	Diesel Exhaust Fluid x5	147.15
		<i>Auto Expense Total</i>	
OFFICE EXPENSE			
Computer/Printer Repairs-Parts			
01/04/2024	Framework	Deposit for Laptop Materials	100.00
Dues			
01/03/2024	Costco	Annual Membership (Partial Reimbursed through Check Deduction)	180.00
Maintenance Agreements			
12/25/2023	JAMF Software, LLC	Mobile Device Management 12/25-1/24	72.00
12/31/2023	X West Inc	Printing Charges - December	37.12
Mandatory Empl Test Expense			
01/18/2024	Colorado Certified Water Professionals	Certification Renewal x1	85.00
01/19/2024	Colorado Certified Water Professionals	Certification Renewal x1	85.00
Miscellaneous Expenses			
12/20/2023	Amazon.Com	American Flag/Colorado Flag x2	104.36
12/28/2023	Costco	Kitchen/Bathroom/Cleaning Supplies	996.81
01/18/2024	Amazon.Com	Coffee Filters	14.89
Utilities - Office			
12/31/2023	Comcast	Office Internet Services - December	680.05
01/12/2024	Ring Central Inc	VoIP Phone Minutes 1/12-2/11	351.75
Phone Accessories/Supplies			
12/26/2023	Amazon.Com	Returned Protective iPhone Case	-12.79

\$147.15

Software	12/25/2023	My Postage Rate Saver	Monthly CASS Updates	55.31	
	01/01/2024	SendGrid	Email Gateway	161.95	
	01/02/2024	Asana	Project Management Software - January	152.45	
	01/08/2024	1password.com	Company Password Vault	92.60	
	01/12/2024	CBI Parallels	VPN Software for Mac	133.89	
	01/13/2024	Zoom Video Communications Inc.	Video Cloud Recording	40.00	
	01/20/2024	Pro-Ware	Asset Keeper Software	429.00	
			<i>Office Expense Total</i>		<i>\$3,759.39</i>
OFFICE & GROUNDS					
	01/17/2024	Waste Management	Office Trash & Recycle Service - January	506.41	
	01/17/2024	Waste Management	P2 Trash Service - January	168.23	
			<i>Office & Grounds Total</i>		<i>\$674.64</i>
Repair Department					
Backflow					
	12/29/2023	Backflow Experts, LLC	Repair Of Backflow Device	250.00	
Miscellaneous Tools/Supplies					
	12/29/2023	Home Depot	Storage Shed Shelving	1,245.00	
	01/09/2024	Advance Auto Parts	Electrical Tape x3	10.05	
	01/10/2024	Home Depot	4 Tier Shelving	294.55	
	01/10/2024	Amazon.Com	Electrical Tape x10	64.75	
Water					
	01/02/2024	City Of Lakewood	Street Cut Permit - 142 Zang Ct/12283 W Ohio Pl/1458 S Yank St/12252 W Atlantic Dr/2400 Blk S Gladiola Way/100 Blk Van Gordon St	312.00	
	01/03/2024	CPS Distributors	2" Ball Check Valve x2	597.78	
	01/11/2024	City Of Lakewood	Street Cut Permit - 13733 W Ohio Dr	52.00	
	01/17/2024	City Of Lakewood	Street Cut Permit - 13753 W Ohio Dr	52.00	
	01/19/2024	City Of Lakewood	Street Cut Permit - 13767 W Asbury Dr	52.00	
			<i>Repair Department Total</i>		<i>\$2,930.13</i>
Capital Office & Grounds					
Capital Office & Grounds					
	12/28/2023	Ubiquiti	Access G2 Reader/Starter Kit/Access Cards/Switch Mission Critical/Outdoor Cable/UniFi PoE++ Adapter	6,479.00	
			<i>Capital Office & Grounds Total</i>		<i>\$6,479.00</i>
Monthly Credit Card Total				\$13,990.31	<i>\$13,990.31</i>

**Capital Expenditures vs Capital Revenue
2024 Timeline**

Capital Expenditures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2024 YTD Actual	Total 2024 Projected	Total 2024 Budgeted
		0	212,369	378,569	522,106	525,127	341,552	57	95,701	113,383	147,617	119,840	152,326	71,973	246,973
2017 Cellular Endpoints	71,973	50,000	100,000	25,000									71,973	246,973	250,000
2020 Sewer Improvements		15,000	15,000	15,000	15,000	50,000	100,000	150,000	90,000				0	450,000	450,000
2023 Water System Improvements						200,000							0	200,000	200,000
2024 Sewer IRP Tamarisk Lift Station		5,000	5,000					150,000	200,000	200,000	140,000		0	700,000	700,000
2024 Water IRP		50,000	50,000	300,000	350,000	500,000	500,000	300,000	300,000	300,000			0	2,650,000	2,700,000
2025 Design								5,000	10,000	10,000	25,000	25,000	0	75,000	75,000
2024 Capital Contingency												437,500	0	437,500	437,500
Vehicles					165,000						60,000		0	225,000	225,000
Field Equipment		13,000							42,000				0	55,000	55,000
Office and Grounds													0	0	0
Office Equipment											20,000		0	20,000	20,000
Total Expense	71,973	133,000	170,000	340,000	530,000	750,000	600,000	605,000	642,000	570,000	185,000	462,500	71,973	5,059,473	5,112,500

Capital Revenues													Total 2024 YTD Actual	Total 2024 Projected	Total 2024 Budgeted
	Cap Reserve	171,187	204,671	219,008	248,492	251,895	313,863	409,827	492,789	513,236	503,248	362,637	272,497	171,187	3,963,351
Interest Income	112,955	94,329	94,329	94,329	94,329	94,329	94,329	94,329	94,329	94,329	94,329	94,333	112,955	1,150,578	1,131,952
Sewer System Development Fees													0	0	0
Water System Development Fees													0	0	0
Lease Income	200	200	200	200	200	200	200	200	200	200	200	200	200	2,400	2,400
Total Revenue	284,342	299,200	313,537	343,021	346,424	408,392	504,356	587,318	607,765	597,777	457,166	367,030	284,342	5,116,329	5,115,812

Income (Loss) Non-Operating	212,369	378,569	522,106	525,127	341,552	57	95,701	113,383	147,617	119,840	152,326	56,856
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Green Mountain Water & Sanitation District-Investment Report

Cash Account Balances as of January 31, 2024

Cash Accounts

Bank Description	Accounts Payable	Current Balance	Interest Rate
Petty Cash		\$610.54	
1ST Bank - Daily Operating Account 2		(\$45.00)	
1ST Bank - Monthly Operating Account		\$1,019.32	
1ST Bank - Money Market		\$32,000.00	
1ST Bank - Liquid Asset/Operating Funds	\$832,795.94	\$5,130,596.61	4.50%
1ST Bank - Liquid Asset/Capital Funds	\$82,636.75		
Csafe CASH (<i>Variable Daily Rate</i>)		\$923,521.84	5.464%
Csafe CORE (<i>Variable Daily Rate</i>)		\$14,680,655.46	5.584%
ColoTrust Plus (<i>Variable Daily Rate</i>)		\$4,127,899.01	5.524%
<i>Total Cash</i>		<i>\$24,896,257.78</i>	

Certificates of Deposit

CD Description	Expiration Date	Face Amount	Amoritized Amount	Interest Rate
			\$0.00	
<i>Total Certificates of Deposit</i>			<i>\$0.00</i>	
Total Cash and Cash Equivalents			<u><u>\$24,896,257.78</u></u>	

Investment Report As of 1/31/2024

PRIORITY = SAFETY, LIQUIDITY, DIVERSITY, AND YIELD

Term	Definition	Instruments and Guidelines	Account Name	Maturity Dates	1/31/2024 Balances	Total \$ per Term	% per Term	% of Current Year's Budget per Term
Immediate Liquidity	<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>NO MORE THAN 50% OF IMMEDIATE-TERM FUNDS IN ANY SINGLE-ENTITY INSTRUMENT. *</p> <p><i>Availability < 8 HOURS</i></p>	Petty Cash 1st Bank Sweep Account Csafe CASH ColoTrust Plus		610.54 5,163,570.93 923,521.84 4,127,899.01	10,215,602.32	41.03%	51.44%
Short	<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>NO MORE THAN 50% OF SHORT-TERM FUNDS IN ANY SINGLE-ENTITY INSTRUMENT. *</p> <p><i>8 HOURS < Availability ≤ 1 YEAR</i></p>	Csafe CORE		14,680,655.46	14,680,655.46	58.97%	73.93%
Long	<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 ladder 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 < Availability ≤ 5 YEARS</i></p>				0.00	0.00%	0.00%

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

\$24,896,257.78

Green Mountain Water and Sanitation District
Balance Sheet
As of January 31, 2024

Accrual Basis

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1001-01 · 1st Bank-Daily Operating 2	-45.00
1012 · CSAFE CORE	14,680,655.46
1011 · CSAFE Cash	923,521.84
1000 · Imprest Cash Account	610.54
1002 · 1st Bank-Operating	1,019.32
1003 · 1st Bank-Money Market	32,000.00
1004 · 1st Bank-Sweep Account	5,130,596.61
1113 · Colotrust Plus-Capital Reserve	4,127,899.01
Total Checking/Savings	24,896,257.78
Accounts Receivable	
1200 · A/R-Water	690,188.51
1210 · A/R-Sewer	315,107.64
1220 · Accrued Interest Receivable	279.52
Total Accounts Receivable	1,005,575.67
Other Current Assets	
1450 · Reimbursable	2,448.98
Total Other Current Assets	2,448.98
Total Current Assets	25,904,282.43
Fixed Assets	
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
Total Fixed Assets	29,692,664.25
Other Assets	
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	308,696.55
Total Other Assets	1,932,757.56
TOTAL ASSETS	57,529,704.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2002 · Unclaimed Property	1,611.49
2000 · Accounts Payable	1,357,979.83
Total Accounts Payable	1,359,591.32
Credit Cards	
2001 · 1st Bank VISA	529.08
Total Credit Cards	529.08

Green Mountain Water and Sanitation District

Balance Sheet

As of January 31, 2024

Accrual Basis

	Jan 31, 24
Other Current Liabilities	
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	18,900.00
2200 · Payroll Liabilities	617.84
	1,606,385.98
Total Other Current Liabilities	
Total Current Liabilities	2,966,506.38
Total Liabilities	2,966,506.38
Equity	
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	29,792,834.30
Net Income	-273,577.12
	54,563,197.86
Total Equity	
TOTAL LIABILITIES & EQUITY	57,529,704.24

Green Mountain Water and Sanitation District

Profit & Loss Budget vs. Actual

Accrual Basis

January 31, 2024

Revenues	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Revenue	913,616.39	901,467.50	-12,148.89
Non-Operating Revenue	283,825.82	284,342.33	516.51
Total Income	1,197,442.21	1,185,809.83	-11,632.38

Explanation of Variance

***1 - For Jan 2024, the District used 701,000 less gallons (1.03% less) compared to Jan 2023. Water use is 2.40% less than budgeted for in 2024. Water used in January is not billed to customers until February and March.

***2 - Much larger than budgeted due to a payment of \$28,227.45 made by Bear Creek Water and Sanitation for their share of the final change order for the 2023 CIPP project.

Expenses	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Expense	1,454,712.63	1,369,155.29	-85,557.34
Non-Operating Expense	125,000.00	71,973.00	-53,027.00
Total Expense	1,579,712.63	1,441,128.29	-138,584.34

Explanation of Variance

***3 - Invoices for engineering and utilities are typically received a month in arrears. Have not received the fuel bill from City of Lakewood or the litigation legal bill as of report date.

Income/Loss	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Income/Loss Operating	-541,096.24	-467,687.79	73,408.45
Income/Loss Non-Operating	158,825.82	212,369.33	53,543.51
Net Income	-382,270.42	-255,318.46	126,951.96

Green Mountain Water and Sanitation District
Profit & Loss vs. Actual
January 31, 2024

Accrual Basis

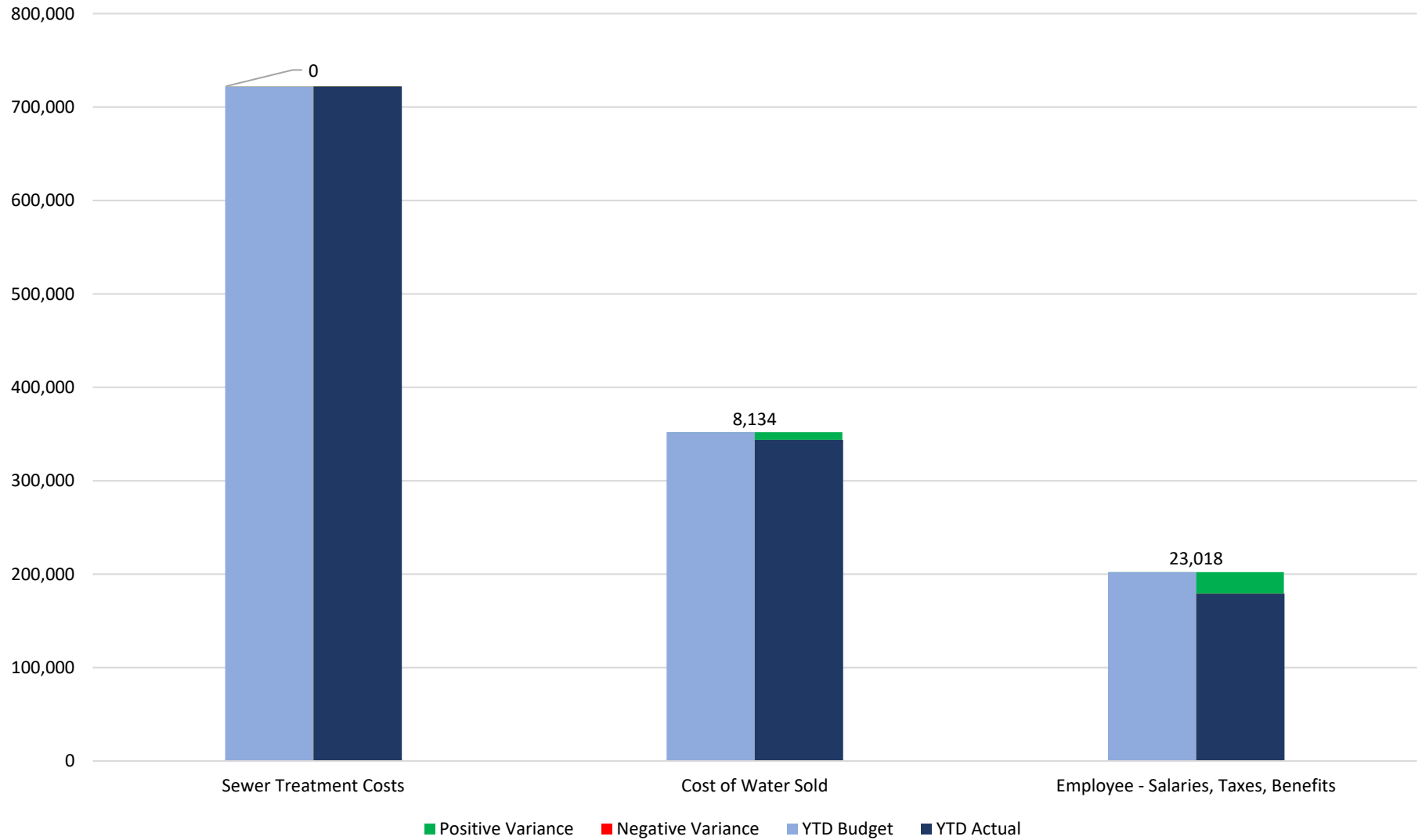
	2024 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget
Operating Revenue					
1 Delinquent Charges	75,000.00	5,049.78	4,349.03	-700.75	86.12%
2 Inspection Fees	0.00	0.00	0.00	0.00	0.00%
3 Insurance Claim Revenue	0.00	0.00	0.00	0.00	0.00%
4 Meter Sales	0.00	0.00	0.00	0.00	0.00%
5 Miscellaneous Income	6,300.00	658.33	30,528.45	29,870.12	4637.26% ***2
6 Service Fee	4,041,843.00	306,406.80	311,038.29	4,631.49	101.51%
7 Sewer User Charges	3,323,482.00	264,153.65	241,092.07	-23,061.58	91.27%
8 Short Check Fees	800.00	60.00	150.00	90.00	250.00%
9 Shut Off Charges	4,000.00	300.00	250.00	-50.00	83.33%
10 Transfer Fees	20,250.00	990.00	900.00	-90.00	90.91%
11 Water Sales	7,500,145.00	335,997.83	313,159.66	-22,838.17	93.20% ***1
12 Total Operating Revenue	14,971,820.00	913,616.39	901,467.50	-12,148.89	98.67%
Operating Expense					
13 Accounting/Audit	16,500.00	0.00	0.00	0.00	0.00%
14 Auto Expense	125,800.00	10,483.12	596.18	-9,886.94	5.69% ***3
15 Contracted Repairs	272,500.00	23,416.71	17,637.35	-5,779.36	75.32%
16 Cost of Meters Sold	20,000.00	1,666.67	0.00	-1,666.67	0.00%
17 Cost of Water Sold	7,041,342.00	351,883.36	343,749.36	-8,134.00	97.69% ***1
18 Director Fees	9,600.00	800.00	400.00	-400.00	50.00%
19 Employee - Salaries, Taxes, Benefits	2,595,150.00	202,113.51	179,096.01	-23,017.50	88.61%
20 Engineering	145,000.00	12,083.37	0.00	-12,083.37	0.00%
21 Insurance	162,564.00	13,547.00	13,784.25	237.25	101.75%
22 Legal	350,000.00	29,166.67	18,061.50	-11,105.17	61.93% ***3
23 Lobbyist	30,000.00	2,500.00	2,500.00	0.00	100.00%
24 Office & Grounds	92,500.00	4,060.00	2,872.53	-1,187.47	70.75%
25 Office Expense	427,720.00	54,899.60	50,782.37	-4,117.23	92.50%
26 Repair Department	150,000.00	9,250.15	6,930.63	-2,319.52	74.93%
27 Sewer Treatment Costs	2,938,829.00	722,207.25	722,207.25	0.00	100.00%
28 UNCC Locates	10,000.00	833.33	468.27	-365.06	56.19%
29 Utilities	357,950.00	15,801.89	10,069.59	-5,732.30	63.70% ***3
30 Total Operating Expense	14,745,455.00	1,454,712.63	1,369,155.29	-85,557.34	94.12%
31 Income (Loss) Operating	226,365.00	-541,096.24	-467,687.79	73,408.45	86.43%

Green Mountain Water and Sanitation District
Profit & Loss vs. Actual
January 31, 2024

Accrual Basis

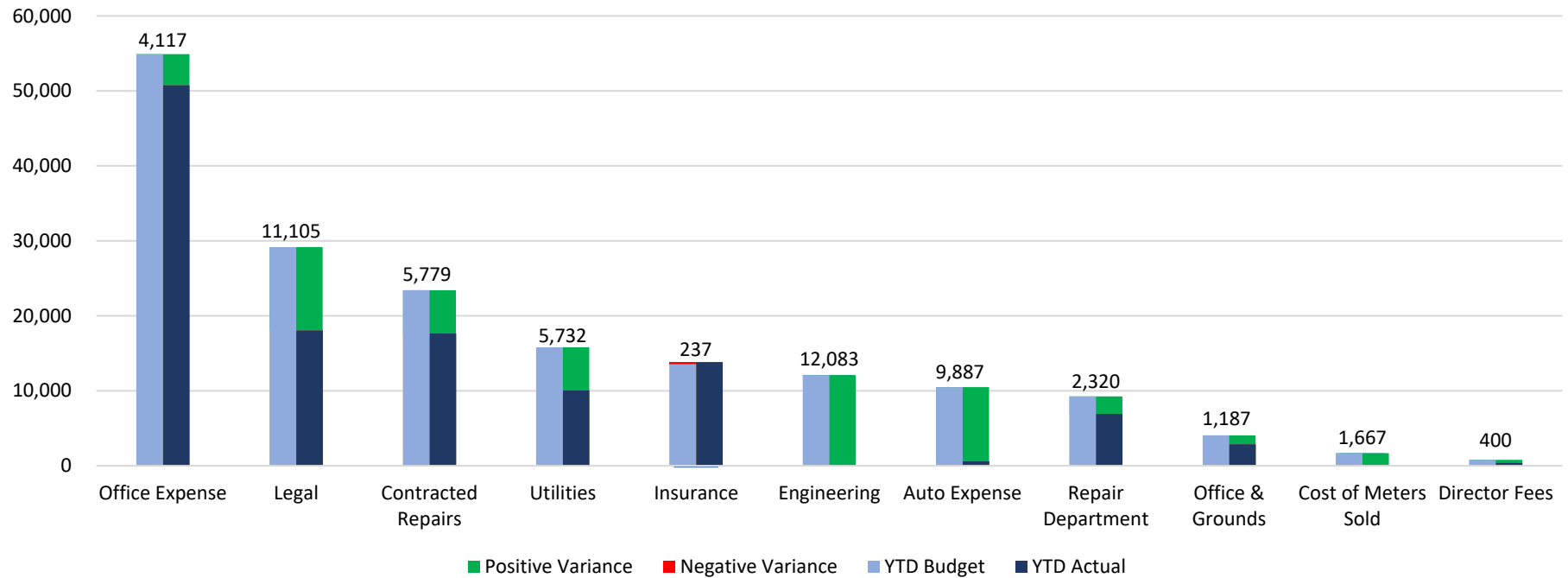
	2024 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget	
Non-Operating Revenue						
1	Capital Reserve Fund Revenue	3,981,460.00	189,296.49	171,186.94	-18,109.55	90.43% ***1
2	Interest Income	1,131,952.00	94,329.33	112,955.39	18,626.06	119.75%
3	Sewer System Development Fees	0.00	0.00	0.00	0.00	0.00%
4	Water System Development Fees	0.00	0.00	0.00	0.00	0.00%
5	Lease Income	2,400.00	200.00	200.00	0.00	100.00%
6	Total Non-Operating Revenue	5,115,812.00	283,825.82	284,342.33	516.51	100.18%
Non-Operating Expenditures						
7	2017 Cellular Endpoints	250,000.00	75,000.00	71,973.00	-3,027.00	95.96%
8	2020 Sewer System Improvements	450,000.00	0.00	0.00	0.00	0.00%
9	2023 Water System Improvements	200,000.00	0.00	0.00	0.00	0.00%
10	2024 Sewer IRP Tamarisk Lift Station	700,000.00	0.00	0.00	0.00	0.00%
11	2024 Water IRP	2,700,000.00	50,000.00	0.00	-50,000.00	0.00%
12	2025 Design	75,000.00	0.00	0.00	0.00	0.00%
13	2024 Field Equipment	55,000.00	0.00	0.00	0.00	0.00%
14	2024 Office & Grounds	0.00	0.00	0.00	0.00	0.00%
15	2024 Office Equipment	20,000.00	0.00	0.00	0.00	0.00%
16	2024 Vehicles	225,000.00	0.00	0.00	0.00	0.00%
17	Capital Contingency	437,500.00	0.00	0.00	0.00	0.00%
18	Total Non-Operating Expenditures	5,112,500.00	125,000.00	71,973.00	-53,027.00	57.58%
19	Income (Loss) Non-Operating	3,312.00	158,825.82	212,369.33	53,543.51	133.71%
20	Net Income	229,677.00	-382,270.42	-255,318.46	126,951.96	66.79%

High Dollar Operating Expense YTD Actual vs Budget



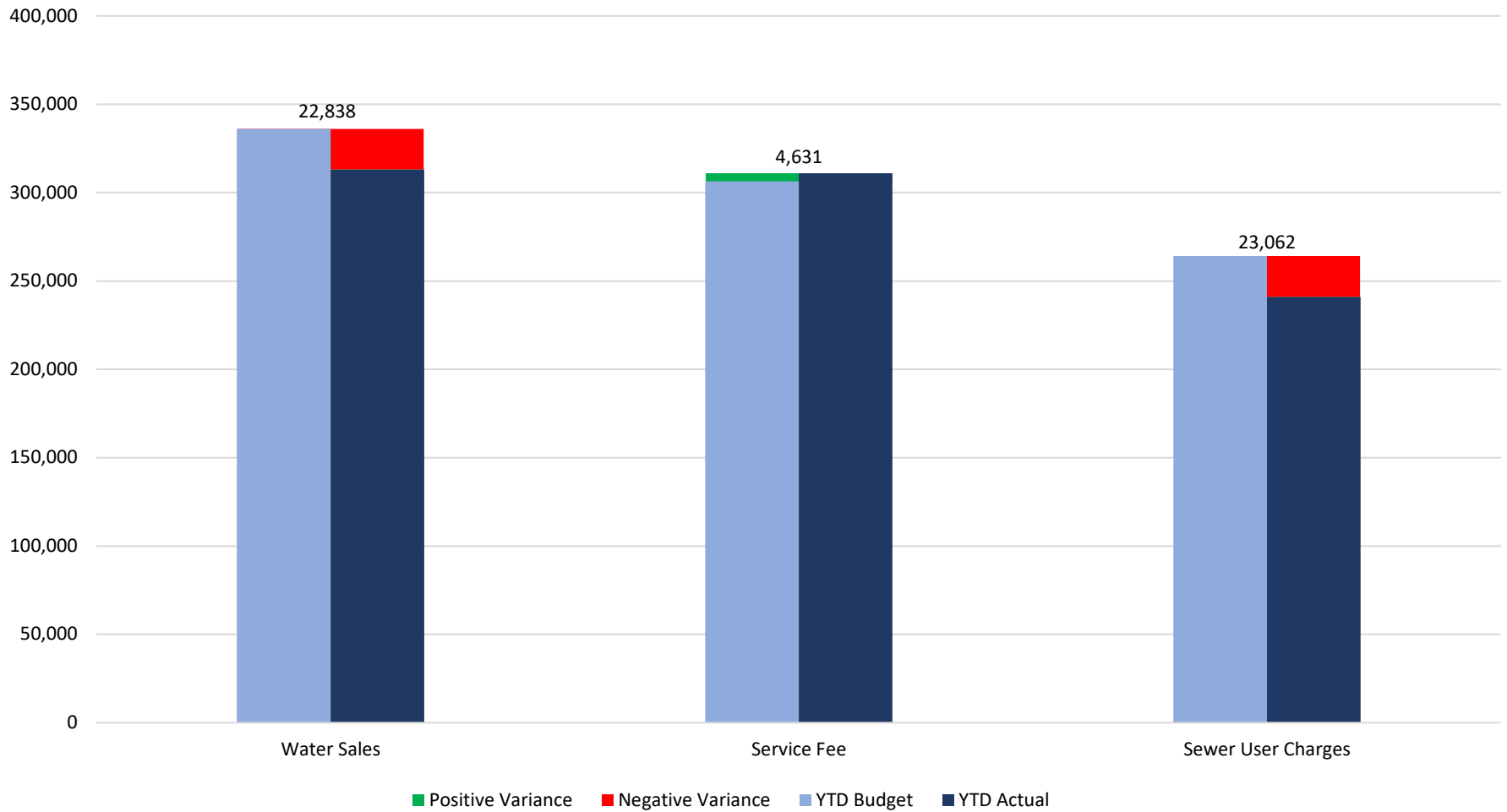
- **Cost of Water Sold** - For Jan 2024, the District used 701,000 less gallons (1.03% less) compared to Jan 2023. Water use is 2.40% less than budgeted for in 2024. Water used in January is not billed to customers until February and March.

Operating Expense YTD Actual vs Budget



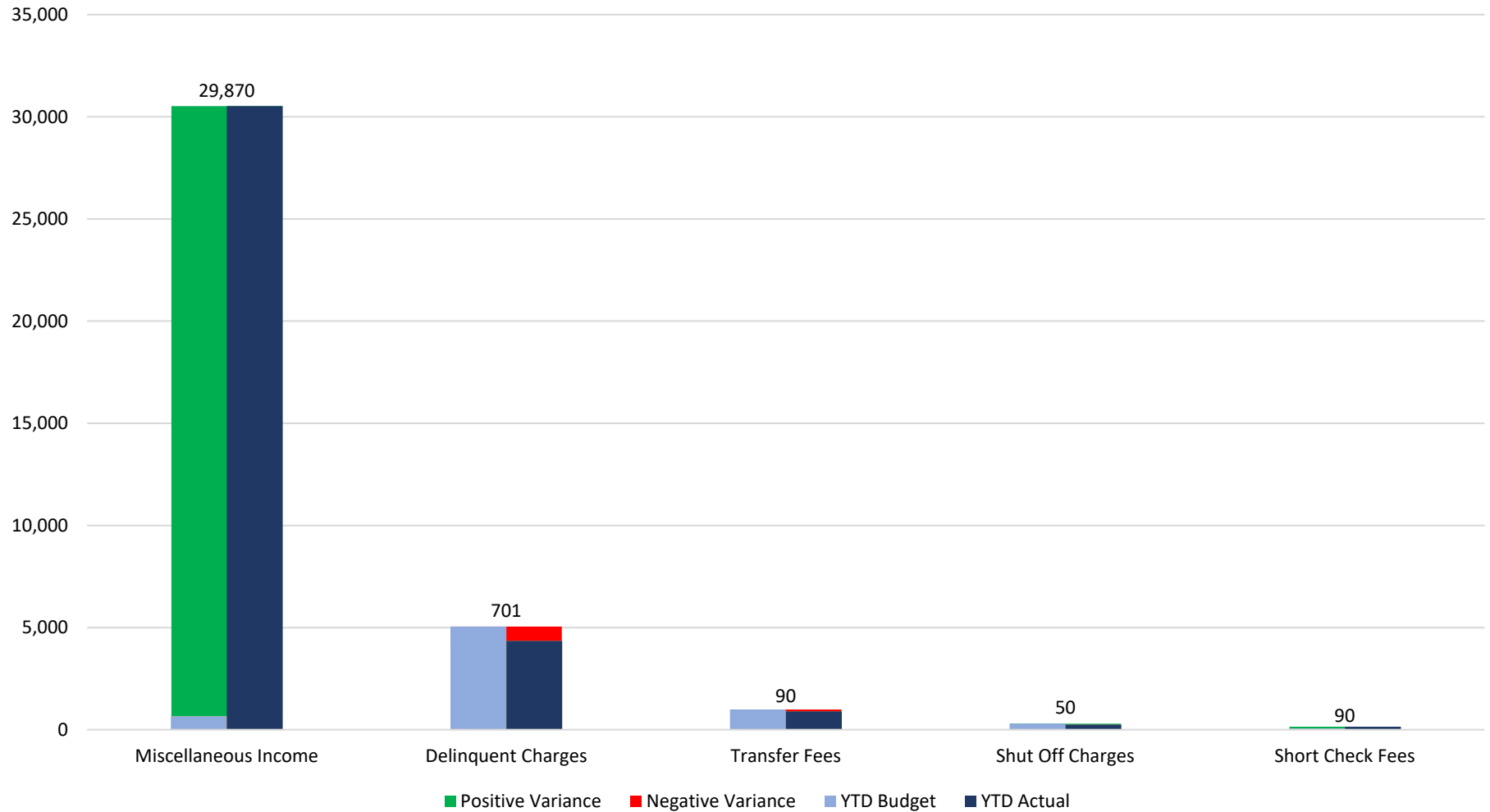
- Invoices for engineering and utilities are typically received a month in arrears. Have not received the fuel bill from City of Lakewood or the litigation legal bill as of report date.

High Dollar Operating Revenues YTD Actual vs Budget



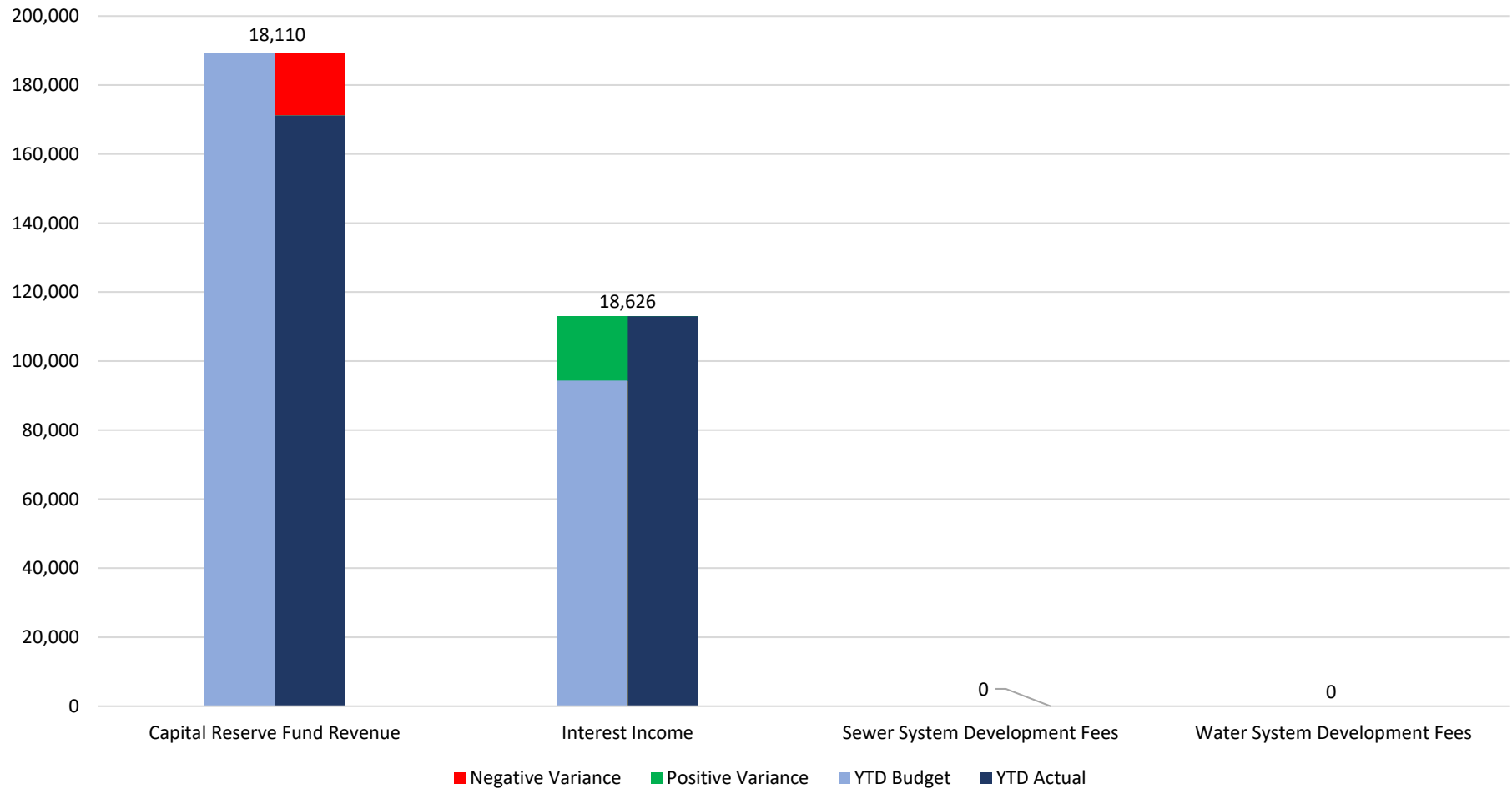
- **Water Sales** - For Jan 2024, the District used 701,000 less gallons (1.03% less) compared to Jan 2023. Water use is 2.40% less than budgeted for in 2024. Water used in January is not billed to customers until February and March.

Operating Revenues YTD Actual vs Budget



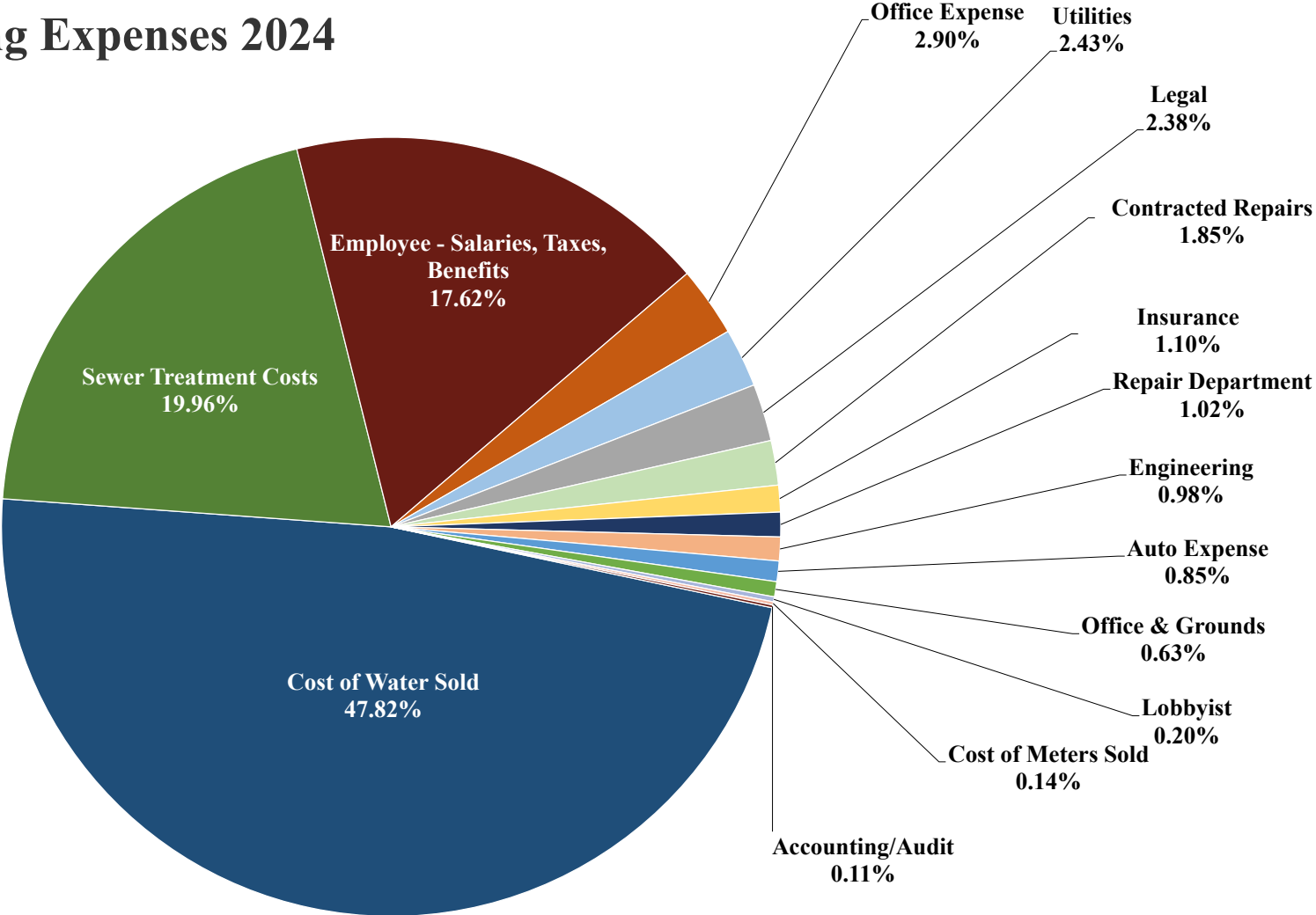
- **Miscellaneous Income** - Much larger than budgeted due to a payment of \$28,227.45 made by Bear Creek Water and Sanitation for their share of the final change order for the 2023 CIPP project.

Non-Operating Revenues YTD Actual vs Budget

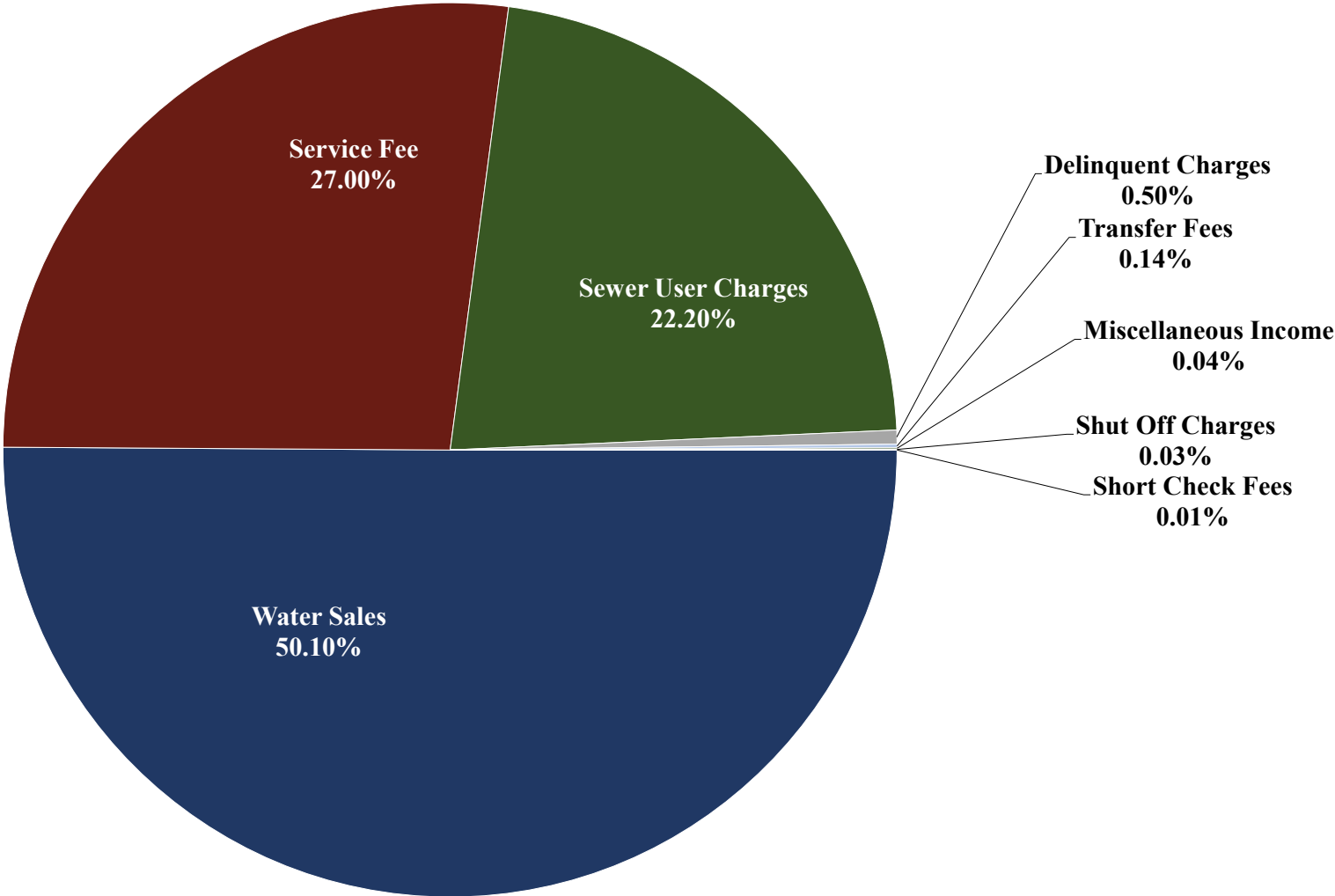


- **Capital Reserve Fund Revenue** - For Jan 2024, the District used 701,000 less gallons (1.03% less) compared to Jan 2023. Water use is 2.40% less than budgeted for in 2024. Water used in January is not billed to customers until February and March.

Budgeted Operating Expenses 2024



Budgeted Operating Revenues 2024



Memorandum

TO: BOARD OF DIRECTORS
SUBJECT: Long Term Investments
DATE: February 13, 2024

At the January 9th board meeting it was requested to find an appropriate amount to invest in long-term investments as well as to gather current long-term CD rates that are PDPA compliant and accepting public funds.

At the end of 2023 the Federal Reserve set interest rates between 5.25% and 5.5%. After averaging several predictions of where the Federal Reserve plans on moving interest rates, the estimates suggest that by the end of 2024 rates will drop to approximately 4.7%, in 2025 to 3.7%, and in 2026 to 2.8%. The pooled investments with CSAFE (currently 5.584%) and ColoTrust (currently 5.524%) have historically remained close to what the Federal Reserve rate has been.

The district's investment policy states that funds equal to or less than 50% of the current year's budget are eligible for long-term investments. As of January 31st, total funds available are \$24,896,257.78. 50% of the current year's budget is \$10,325,555.50.

If the board chooses to move forward with long-term CDs/investments, I believe 20% of total funds available (\$5,000,000) would be an appropriate amount to invest. This is compliant with the district's investment policy. This would allow the district to lock in the presented yields on approximately 20% of funds available. It would also leave an ample amount in reserves still earning current liquid interest rates as well as funding current capital projects.

The investment policy states funds should be invested in a laddered fashion where the invested funds will be available within each one of years 2-5. By laddering investments now, the district would end up getting lower interest rates for CDs purchased later in 2024 as well as in 2025. If the board wishes to invest the suggested total of \$5,000,000 in 2024, this policy would need to be updated.

The table on the following page displays quoted CD rates/investments that are PDPA compliant.

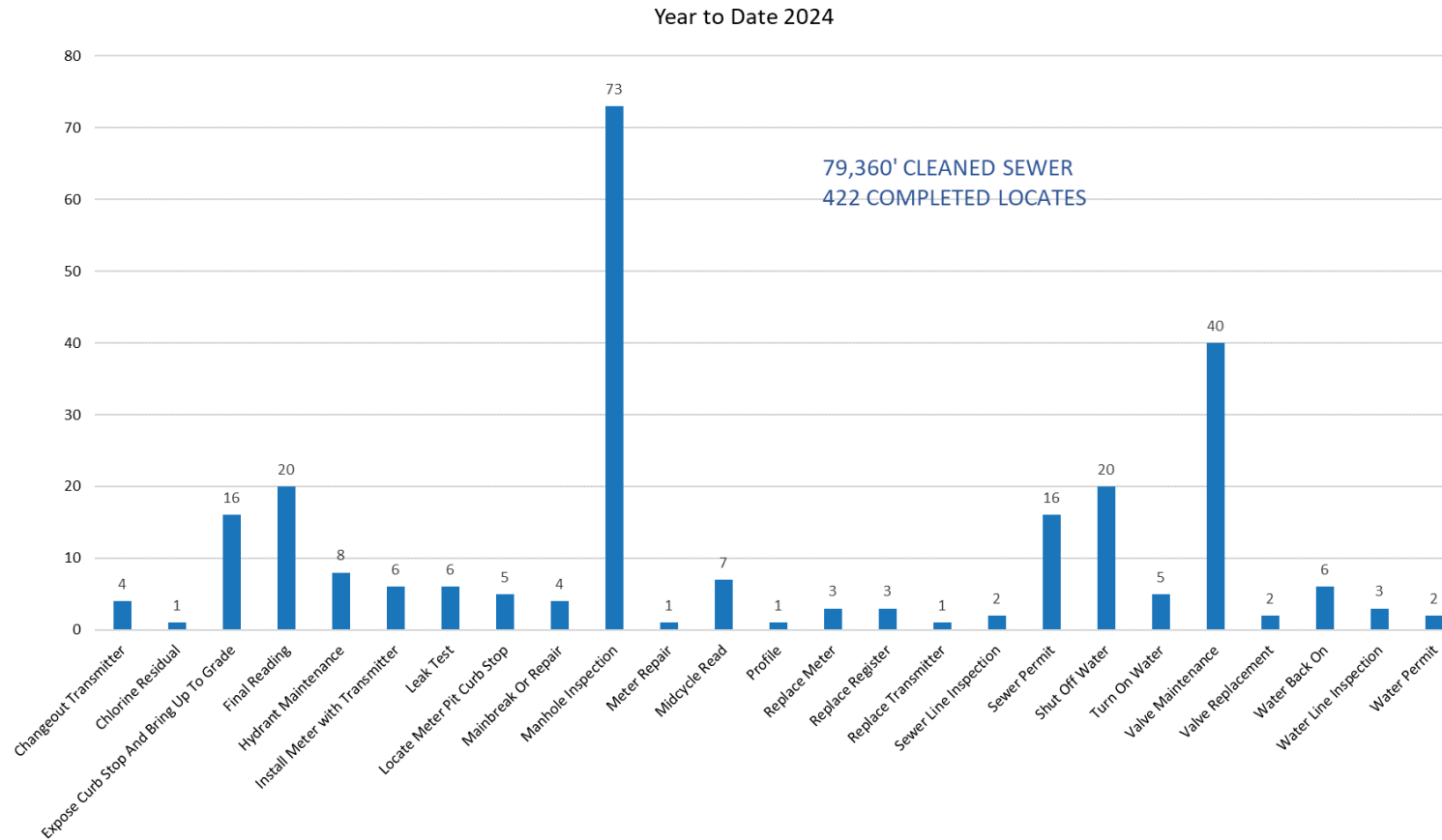
Institution	Investment Type	FDIC Insured	Collateralized Beyond FDIC	Term	APY
FirstBank	Premier Time Account	Yes	Yes	1 Year	4.00%
	Premier Time Account	Yes	Yes	2 Year	3.50%
	Premier Time Account	Yes	Yes	5 Year	2.00%
Citywide Banks	Bank CD	Yes	Yes	13 Month	3.60%
	Bank CD	>13 Month Term Considerably Lower Yield			
	ALM ¹ Bond Ladder	Gov guaranteed securities		2-5 Year	4.36%
	ALM ² Bond Ladder	Gov guaranteed securities		2-5 Year	4.64%
<i>ALM¹ - Active Liquidity Management. US Treasuries</i>					
<i>ALM² - Active Liquidity Management. US Treasuries and Agencies</i>					
First Western Trust	CD	Yes	Yes	2 Year	3.35%
	CD	Yes	Yes	5 Year	3.20%
NBH Bank	CD	Yes	Yes	27 Month	3.90%
	CD	Yes	Yes	42 Month	3.75%
Alliance Association Bank	CD	Yes	<i>*see note</i>	1 Year	4.90%
	CD	Yes	<i>*see note</i>	2 Year	4.25%
	CD	Yes	<i>*see note</i>	5 Year	2.75%
<i>*Through CDARS (Certificate of Deposit Account Registry Service) approved by the PDPA, if a CD purchase is greater than the FDIC insured amount of \$250,000, funds are spread through the IntraFi network at \$250,000 increments eliminating the need for collateralization.</i>					



DISTRICT STATUS REPORT

FEBRUARY 13 , 2024

Operations and Maintenance Report



Operations and Maintenance Report

Three main breaks in January

- 13733 W Ohio Dr 6" CIP installed in 1978, break due to ground movement
- 13753 W Ohio Dr 6" CIP installed in 1978, break due to ground movement
- 13687 W Virginia Dr 8" CIP installed in 1970, break due to ground movement

Valve Replacements

- 13768 W Asbury Dr installed in 1976, valve replaced due to corrosion
- 2194 S Braun Way installed in 1976, valve replaced due to corrosion

Transmitter installations by UMS

- 644 changeouts were completed between 1/8-1/31/2024



Development Reviews

Car wash at 11907 W Alameda Pkwy

- JVA provided a memo summarizing d/D and system pressure impacts of this carwash on the District sewer collection and water distribution systems, the results were within the system pressure and .70 d/D specifications

Fletcher Miller School

- Miller and Associates are in the process of reviewing the new school proposed design

1031 S Union Blvd

- Developer engineer has requested the pre-design meeting as required by the development review process
- The pre-design meeting will determine the criteria of the capacity study that is required to identify other pertinent information regarding requirements for the potential development



www.jvajva.com

Boulder

1319 Spruce Street
Boulder, CO 80302
303.444.1951

Fort Collins

213 Linden Street
Suite 200
Fort Collins, CO 80524
970.225.9099

Winter Park

PO Box 1860
47 Cooper Creek Way
Suite 328
Winter Park, CO 80482
970.722.7677

Glenwood Springs

817 Colorado Avenue
Suite 301
Glenwood Springs, CO
81601
970.404.3100

Denver

1512 Larimer Street
Suite 710
Denver, CO 80202
303.444.1951

T E C H N I C A L M E M O

TO:	<u>Josh Stanley</u>	DATE:	<u>January 11, 2024</u>
FIRM:	<u>Green Mountain Water & Sanitation District</u>	JOB NO.:	<u>1197.2e</u>
ADDRESS:	<u>13919 West Utah Avenue</u>	PROJECT:	<u>Club Car Wash Development Review</u>
	<u>Lakewood, CO 80228</u>	SUBJECT:	<u>Water & Sewer Capacity Analysis</u>

Green Mountain Water & Sanitation District (GMWSD, District) request a development review by JVA of the proposed improvements for the property at 11907 West Alameda Parkway. The proposed development drawings from Galloway & Company (Galloway) consists of renovating the existing Rite-Aid pharmacy and converting it into a Club Car Wash, which includes a single bay tunnel carwash and vacuum bays. In August of 2023, JVA provided development review comments regarding the collection and distribution system only. Galloway has since provided responses to the initial review comments, indicating the car wash’s anticipated daily water use. The purpose of this memorandum is to evaluate the impacts of the property’s change in use from a pharmacy to a car wash on the available capacity of the existing water distribution and sewer collection system based on the latest District water and sewer models.

EXISTING CONDITIONS AND PROPOSED IMPROVEMENTS

An existing 1-inch water tap currently serves the property at 11907 West Alameda Parkway. The property also has a dedicated 6-inch ductile iron fire line that reduces to 4-inch after the backflow preventer. The service line and fire line are tapped off a 12-inch ductile iron water main along West Alameda Parkway.

The property’s existing 4-inch sanitary sewer service connects to a 15-inch VCP sewer main along West Alameda Parkway at an existing drop manhole.

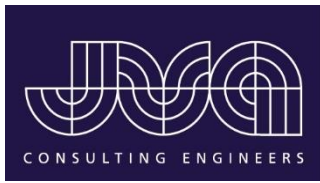
Proposed water improvements consist of upsizing the existing water service line and meter to a 2-inch tap and adding a ¾-inch irrigation line and meter.

Proposed sewer improvements consist of upsizing the sewer service to a 6-inch line and adding a 2,000-gallon oil/sand interceptor. An on-site water reclamation system was included in the car wash’s initial design plans, but it has since been removed from the design.

DISTRIBUTION SYSTEM IMPACT ANALYSIS

Galloway anticipates the car wash’s daily water demand to be 23,500 gallons per day (gpd). A breakdown of daily irrigation demand was not provided. The goal of this impact analysis for the distribution system is to determine the anticipated drop in pressure at the car wash’s connection to the water main from the hydraulic water model during a 1,500 gallon per minute (gpm) fire flow condition.

The existing water distribution system model is built in EPA-NET. The model was developed for GMWSD’s 2021 Master Plan and is now generally used for distribution system analysis during development reviews and for fire flow capacity analysis.



MODEL INPUTS AND ASSUMPTIONS

JVA conducted the impact analysis based on the model's existing Max Day Demand scenario. It is assumed that the provided flow rate of 23,500 gallons per day (gpd), or 16.32 gallons per minute (gpm), is the Max Day Demand flow and no peaking factor is required to be added. It is also assumed that the provided flow rate includes irrigation demands for the proposed development.

The anticipated water demand of 16.32 gpm was assigned to node PFIT_98275 in the model. The node did not have any previously assigned demand in the model. Since the model contains demand curves to reflect diurnal fluctuations in water use throughout the day, the commercial demand curve was applied to the car wash node. For the fire flow scenario, a demand of 1,500 gpm was assigned to hydrant node HYDT_25462 for a duration of three hours during the peak flow period.

MODEL RESULTS

Results were analyzed for a 72-hour model run time. When compared to the existing model results prior to adding the car wash's anticipated demands, the drop in pressure at node PFIT_98275 was less than five psi both with and without the fire flow condition of 1,500 gpm. No significant system impacts are anticipated based on the existing District hydraulic water model and the proposed water demands for the car wash.

COLLECTION SYSTEM IMPACT ANALYSIS

The goal of the collection system analysis is to determine the impact on the sewer capacity depth over diameter ratio (d/D) in the sewer main downstream of the car wash.

GMWSD's existing sewer system is modeled in InfoSewer, a GIS-based software program. The model was created by Merrick & Company (Merrick) for the GMWSD 2020 Wastewater Collection System Master Plan (WWCSMP). An independent review of the model was conducted by CDM Smith in 2022.

MODEL INPUTS AND ASSUMPTIONS

The sewer impact analysis was conducted based on the Existing_REV 1 (Adjusted EQR to Match Metering Station Demand) model scenario. Galloway did not provide a separate anticipated sewer flow for the car wash, so it is assumed that the discharge into the collection system is equal to the water demand of 23,500 gpd (16.32 gpm) and that no peaking factor is required to be applied except for the built in peaking factor that is included in the model per the original model standards. This discharge rate was added into the model at manhole MHWN6.2.

MODEL RESULTS

Downstream of the car wash, the largest d/D occurs in the pipe between manholes MHN.28 and MHN.29. The d/D value in this pipe is 0.599 before the added flow from the car wash, and it increases to 0.603 with the car wash discharge. It is not typical to show results past hundredths, but it is important to show the minimal d/D increase in the pipe.

CONCLUSIONS

The distribution system model results under fire flow conditions at the car wash indicate a pressure drop of less than five psi at the closest hydrant when comparing the existing model as-is and with the anticipated daily water use for the proposed development added. This pressure drop is insignificant at a fire flow rate of 1,500 gpm. Therefore, the



results of the model's existing Max Day Demand scenario suggest the proposed development will not significantly impact residual pressure within the adjacent distribution system during a fire flow event.

The District's 2023 WWCSMP outlines an approach for sizing gravity sewer lines, which recommends a max d/D of 0.7 for sewers larger than 12 inches. Both before and after adding the anticipated discharge from the car wash, the maximum downstream d/D is approximately 0.60. At the downstream sewer pipe with the highest d/D, discharge from the proposed development resulted in a d/D increase of 0.004. Therefore, the proposed development's impact on downstream sewer capacity is insignificant.

Signed: Madeline Turner
Madeline Turner, JVA

Copies to:
Mandy Rasmussen, JVA
Laurie Laos, JVA
Sam McKay, GMWSD

Fed Center

Engineering Interviews

- Interviews with Pinyon, Langan, TRC and TriHydro were conducted
- All firms had outstanding presentations, TRC or TriHydro were the recommended firms from the Miller and Associates memo
- TriHydro is the staff choice as the consultant per the recommendation from Miller and Associates
- Waiting for documentation from developer



DATE: 01/30/2024
TO: Green Mountain Water and Sanitation District
FROM: Lauren Benton and David Hach
RE: Environmental Consultant Interview Summary

MESSAGE: Green Mountain Water and Sanitation District, with staff from Miller & Associates, held interviews for environmental consultants on Thursday, January 25, 2024. The interviews were approximately 45 minutes in length and included the following firms (in alphabetical order):

- Langan
- Pinyon
- TRC
- TriHydro

Langan – Jake Eckersly and Beth McDonald

- Office is on Union Blvd. and is site-adjacent to Federal Center
- Has ability to do desktop review, field work, vapor intrusion detection/sampling, and groundwater sampling.
- Has landfill/solid waste experience.
- Has experience with projects that were under litigation, and comfortable with public involvement/presentations to stakeholders.
- Have performed peer-review on previous projects.
- Experience with vapor intrusion pathway analysis.
- Can prepare a Health and Safety Plan tailored to the District.
- Performed a Phase I investigation on the site for a different developer.
- Performs groundwater modeling across the country.
- Mentioned concerns with potential for PFAS at the site.
- Mentioned that they have previously worked to reduce the Denver Water clean easement corridor requirements on a project.
- Lincoln properties has been a client of theirs.
- Not familiar with Vertex

Pinyon – Russ Cirillo, Tim Grenier (Teams), Darin Worden (Teams)

- Local Lakewood office on Vance Street.
- Has ability to do desktop review, field work, vapor intrusion detection/sampling, and groundwater sampling.
- Has landfill/solid waste experience.
- Has experience with projects that were under litigation, and comfortable with public involvement/presentations to stakeholders.
- Experience with vapor intrusion pathway analysis.
- Can prepare a Health and Safety Plan tailored to the District.
- Worked specifically for water and sanitation districts on Quantum 56 project (designed all utilities to be in one clean corridor) and Red Tail Ranch project. Acted as 3rd party consultant for the Town of Erie to help determine if development could be constructed safely.
- Mentioned that one task that they could help perform was to track the regulatory primacy for each stage of the development.

- Russ Cirillo has worked for 17 years at the Federal Center, managed the water treatment plant, landfill cap and asbestos abatement.
- Tim Grenier also has experience at the Federal Center
- No experience with Vertex. Might be familiar with Lincoln Properties, but only on a small generator project in 2002.
- Mentioned the potential need for dewatering permit during construction, and said that it could be costly due to metals in groundwater.
- Can perform light groundwater modeling, but if extensive modeling is required, it may need to be subcontracted.

TRC – Eric Jacobs, Dustin Krajewski, Laura Trozzolo, Natalie Pabon

- Local Lakewood office on Cole Blvd.
- Has ability to do desktop review, field work, vapor intrusion detection/sampling, and groundwater sampling.
- Has landfill/solid waste experience.
- Has experience with projects that were under litigation, and comfortable with public involvement/presentations to stakeholders.
- Experience with vapor intrusion pathway analysis.
- Can prepare a Health and Safety Plan tailored to the District.
- Laura Trozzolo works specifically in risk assessment, facilitating communication with public
- Not familiar with Vertex or Lincoln Properties.
- Asked what concerns the District should consider, Eric mentioned the following:
 - Water piping out at the site – construction and digging around it
 - Personnel health and safety
 - Connections to individual buildings and services lines
 - Exposure pathways, specifically utility trenches and structures
- Mentioned that their company is very sensitive to client confidentiality and trains staff out at site what to say to people that ask about activities at the site.
- Also mentioned that PFAS is a hot topic, and Eric mentioned attending the CDPHE PFAS stakeholder meetings.

TriHydro – Dave Haines, Fritz Krembs

- Local Lakewood office on Cole Blvd.
- Has ability to do desktop review, field work, vapor intrusion detection/sampling, and groundwater sampling.
- Has landfill/solid waste experience.
- Gave a very thorough, accurate review of the District's concerns prior to Q&A.
- Has experience with projects that were under litigation, and comfortable with public involvement/presentations to stakeholders.
- Only firm to submit a FRI during RFQ process.
- Experience with vapor intrusion pathway analysis.
- Can prepare a Health and Safety Plan tailored to the District.
- Mentioned that they were familiar with the site and potential contaminants, site may have groundwater restrictions and long term monitoring plans
- No relationship with Federal Center and/or the Developer
- Had heard of Vertex, but not familiar with Lincoln Properties
- Had three slides that included some of the data that was available for the site and showed the large amount of samples that have been collected.
- Asked what concerns the District should consider, slideshow mentioned the following:
 - Compatibility with infrastructure materials
 - Potential contamination infiltration
 - H&S potential exposure during installation, repairs, maintenance
 - Proper disposal of materials

Miller & Associates staff agrees that all four firms have the capability to perform what is believed to be the scope of work for the District. We recommend awarding the contract to either TriHydro or TRC.

Infrastructure Replacement Projects

2024 IRP

- Surveying is complete
- Design has begun, RG has all GMWSD/DW specifications for implementation into the plans
- Submittal & review January 2024
- Bid will be 2 projects on Bidnet when all reviewing agencies have completed reviews
- Construction complete late Q3 to early Q4 2024



Sewer Flow Monitoring

- Awaiting quote for temporary sewer monitoring
- Sewer monitoring will help calibrate the model, monitoring will be during the wet season (Mar-May) to catch potential inflow and infiltration
- Gives us data internally to coincide with the Metro Water Recovery metering data

Water Taps Remaining

- Under the participation agreement we have 402 $\frac{3}{4}$ equivalent taps remaining of the 6740 on the contract
- If we exceed the tap limit we are required to participate in upgrades to Denver Water infrastructure

Design Criteria for Development

Sewer flow design

- Utilize current d/D criteria
- Utilize other entities specification in the metro area that are experiencing same growth
- Revise the current GPD (gallons per day) from 255 to a gallons per capita approach, current single family home average is 2.5 people which would result in a 300 GPC to help adjust newer data flows
- Continue w/ flow modeling for system impacts from proposed development in addition to-

Rework WW Asset Approach

- Currently WW/Water systems are viewed as a whole
- Explore impact of splitting WW system fees into basin/sub basin sections to more equitably allocate asset usage.