

# GREEN MOUNTAIN WATER & SANITATION DISTRICT

## Board of Directors Regular Meeting June 11, 2024

13919 W Utah Avenue Lakewood, CO 80228 (P) 303-985-1581 (F) 303-985-0680

E-Mail: customerservice@greenmountainwater.org

# NOTICE OF REGULAR MEETING GREEN MOUNTAIN WATER AND SANITATION DISTRICT JUNE 11. 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 June 11, 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 Options:**

For those who may not be able to attend in person, the district offers 2 options for participating virtually:

- To join the meeting using Zoom on your computer or smart phone, use the following link: https://greenmountainwater-org.zoom.us/j/81489465906
- To join the meeting by phone call, dial (719) 359-4580 and enter the Meeting ID: 814 8946 5906. When joining via phone call, press \*9 to raise hand and \*6 to unmute.

To troubleshoot issues with connection at the time of the meeting, please follow this link <a href="https://support.zoom.us/hc/en-us/sections/200305593-Troubleshooting.">https://support.zoom.us/hc/en-us/sections/200305593-Troubleshooting.</a> If you still experience issues, email <a href="mailto:customerservice@greenmountainwater.org">customerservice@greenmountainwater.org</a> 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 <a href="mailto:customerservice@greenmountainwater.org">customerservice@greenmountainwater.org</a> 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 Wiechman Vice President- May 2025
- Roger J. Wendell Treasure- May 2025
- Randy Little Secretary May 2025
- Open Seat- May 2025

#### **Agenda Items:**

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

<u>Per passed Motion of the GMWSD Board of Directors, May 11, 2021:</u> 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 14<sup>th</sup> Regular Meeting Minutes pg 4

#### 6. Financial Matters pg 9

- a. Daily/Monthly Operating Expenses & Capital Expenditures pg 10
- b. Unaudited Financial & Investment Report pg 17
- c. Presentation of 2023 Audit

#### 7. District Matters pg 31

- a. Maintenance Report
- b. District Engineering Report
  - i. Development Review
- ii. Infrastructure Replacement Projects
- c. Hire 2 employees
- d. Amend rules and regulations

#### 8. Director's Matters

- a. Curing Board Vacancy: Appointing New Director
- b. Discussion of Federal Center Metro District Submittal to Lakewood
- 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. Big Sky (litigation counsel will be remote)
  - b. Fossil Ridge (litigation counsel will be remote)

#### 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 14, 2024

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 14, 2024.

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

Attendance:	A Regular Meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following Directors in attendance:
	Karen Morgan, President Dave Wiechman, Secretary Roger Wendell, Director Randy Little, Director
	Not present, and unexcused: None
	Also present were: Dylan Woods, Title 32 Attorney Josh Stanley, District Manager, GMWSD Sam McKay, GMWSD Doug Pavlich, GMWSD
	Ludmila Other guests
Call to Order / Declaration of Quorum (0:03)	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.  Director Morgan noted that Director Hooks
	provided a resignation to the Board.
Directors & Disclosure Matters (0:56)	None.
Approval of/Additions to /Deletions from the Agenda (1:31)	Director Morgan <b>MOVED</b> to add approval of the April 23, 2024 meeting minutes to the agenda. Director Wendell seconded,

	following discussion and upon vote, the motion <b>PASSED</b> unanimously.
Public Comment (2:42)	Ludmila provided public comment regarding developer litigation and the board vacancy. Would like more information regarding the ravine bridge and litigation matters. (2:42)
Approval of Minutes (6:02)	Director Morgan MOVED to approve the March 12, March 19, and April 9, and April 23, 2024 Meeting Minutes. Director Wendell seconded, following discussion and upon vote, the motion PASSED unanimously.
Financial Matters (6:45)	The Board reviewed the May 2024 Daily/Monthly Operating Expenses & Capital Expenditures. Director Morgan MOVED to approve the expenditures and unaudited financial statements for the period ending April 30, 2024. Director Wendell seconded, following discussion and upon vote, the motion PASSED unanimously.
District Reports (8:31)	Mr. Stanley provided the Maintenance Report. There were no main line breaks in April. About 400 endpoints are left to install. Development reviews are all pending additional steps. A few inquiries on the remaining vacant land development have come in. (8:31)
	The infrastructure replacement project bids were complete on May 1 <sup>st</sup> . Director Morgan <b>MOVED</b> to approve the bid from Concrete Works of Colorado to complete the 2024 infrastructure replacement projects for Group 1 and 2. Director Wendell seconded, following discussion and upon vote, the motion <b>PASSED</b> unanimously. (14:33)
	CDPHE review of the sanitary system went well. (23:30)
	Plans for the Ravine are being prepared to submit to Lakewood. (25:04)

Director Morgan **MOVED** to approve the amendments to development review process documentation. Director Little seconded, following discussion and upon vote, the motion **PASSED** unanimously. (28:42)

#### **Director's Matters (31:33)**

No issues were found with the District Manager background and drug check (31:33)

The Board entered into a discussion regarding the director vacancy. Director Wiechman **MOVED** to appoint Art Martinez to the vacancy. Director Wendell seconded. Director Weichman **MOVED** to table the motion to the June meeting. Director Wendell seconded, following discussion and upon vote, the motion **PASSED** unanimously. (32:15)

Director Wiechman MOVED to appoint Roger Wendell as Treasurer. Director Morgan seconded, following discussion and upon vote, the motion PASSED unanimously. Director Morgan MOVED to appoint Wiechman as Treasurer. Director Wendell seconded, following discussion and upon vote, the motion PASSED unanimously. Director Wendell MOVED to appoint Director Little as Secretary. Director Morgan seconded, following discussion and upon vote, the motion PASSED unanimously. The Board discussed updating board signers once the last vacancy is appointed. (38:32)

The Board entered into a discussion regarding HB24-1463. The language limiting tap fees was removed from the bill. The Board discussed the need for a lobbyist prior to next legislative session. (46:37)

The Board discussed a personnel organizational chart and pending ideas from Mr. Stanley. (56:40)

Legal Matters (1:32:57)	Mr. Woods provided the Board with updates regarding Big Sky. The Board determined that Director Morgan and Director Wiechman will participate in the upcoming mediation. (58: 36)  Mr. Woods provided an update regarding the Fossil Ridge litigation. (1:05:20)  Mr. Woods discussed the upcoming SDA Workshops. Information will be sent to the Board. (1:06:30)  Mr. Woods provided information on a new lawsuit with Solterra. Fossil Ridge has been named in the suit along with the District. (1:08:09)  Director Little inquired about the \$30 service fee on the Green Mountain bills. Director Morgan clarified that the fee covers flat District expenses such as staffing. A breakdown of rates may be found on the District's website. (1:10:15)
Executive Session pursuant to §24-6-402(4) (b) C.R.S. for the purpose of receiving legal advice regarding:  Solterra/Fossil Ridge litigation (1:12:59)	Director Morgan MOVED to enter into Executive Session pursuant to §24-6-402(4)(e) C.R.S. for the purpose of determining positions subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding district manager hire. Director Little seconded, following discussion and upon vote the motion PASSED unanimously.  The Board entered into Executive Session at 7:14 p.m.  Executive session concluded at 7:48 p.m.
New Business (1:14:51)	None.
Adjourn (1:15: 24)	Director Wendell <b>MOVED</b> to adjourn the meeting. Director Little seconded the motion, following discussion and upon vote the

	motion <b>PASSED</b> , and the meeting was adjourned at 7:50 p.m.
Randy Little, Secretary	

#### Memorandum

**TO**: BOARD OF DIRECTORS

FROM: DOUG PAVLICH, FINANCIAL SPECIALIST

**SUBJECT:** FINANCIAL MATTERS

**DATE**: June 11, 2024

#### a) May 2024 Expenditures

- a. May/June 2024 monthly & daily operating expenses in the amount of \$1,598,748.60 a list of which is attached.
- b. May/June 2024 Capital Expenditures in the amount of \$91,889.11 a list of which is attached.

#### b) May 2023 Unaudited Interim Financial Reports

- a. Investment Reports
- b. Financial Reports
- c) Presentation of 2023 Audit

#### 1st Bank Monthly Activity May/June 2024

Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
2020 Sewer System Improvements	17417	06/11/24	Respec	Wastewater Pipe Design Support Structure - April	4,748.75	4,748.75
2023 Water System Improvements	17409	06/11/24	Chavez Services LLC	Generator Pad/Saw Cut & Excavation for Eletrical Conduit - Pink PS	15,300.00	15,300.00
2024 Water IRP	17418	06/11/24	RG and Associates	2024 Water IRP Design January/May	52,029.05	52,029.05
A/R	1387	05/22/24	Karen Freeman	Credit Final Refund	823.58	
A/R	1389	06/05/24	Fidelity National Title	Credit Final Refund	139.46	963.04
Auto Expense	1385	05/10/24	Advance Auto Parts	Washer Fluid x18/Coolant x3	146.79	
Auto Expense	17410	06/11/24	City of Lakewood	Fuel For April	3,581.48	
Auto Expense	17420	06/11/24	Safelite Fullfillment Inc	Windshield Replacement - Unit 5/27/28	861.58	
Auto Expense	17422	06/11/24	Southern Tire Mart	Front Tires - Unit 8/Rear Tires - Unit 20	6,871.36	11,461.21
Capital Field Equipment	17408		Allen Trench Safety Corp	Trench Shoring 2x7/4x7/Adjusting Spring x6	8,554.04	8,554.04
Contract Labor	1392		Centennial Consulting Group	April 9 & 23 Meeting Minutes	480.00	•
Contract Labor	EFT	06/03/24	Browns Hill Engineering & Controls	vSaaS - June	1,464.00	
Contract Labor	17419	06/11/24	IT Consultants	InfoSec Policy/Nessus Scan/Disable 3DES Cipher	3,948.30	5,892.30
Cost of Water Sold	EFT	06/28/24	Denver Water Department	May Cost of Water	586,563.96	586,563.96
Deposits Payable	1388	05/22/24	American Homes 4 Rent	Hydrant Meter Security/Water Deposit Refund	3,199.18	3,199.18
Employee - Salaries, Taxes, Benefits	EFT	05/15/24	PERA	401A Contributions; \$5,074.69 Employee Paid, \$8,333.79 GMWSD Paid, Life Insurance \$15.50	13,423.98	
Employee - Salaries, Taxes, Benefits	EFT	05/15/24	Paychex	Employee SS & Medicare \$4,259.31 Employer SS & Medicare \$4,259.30 Employee Fed Income Tax \$4,235.78, Employee State Income Tax \$2,002.00, Employer State Unemployment \$41.72, Garnishment \$344.76, Net Pay \$38,905.50, Paychex Processing Fee \$962.60	55,010.97	
Employee - Salaries, Taxes, Benefits	EFT	05/30/24	PERA 401A Contributions; \$5,047.36 Employee Paid, \$8,288. GMWSD Paid, Life Insurance \$15.50		13,351.76	
Employee - Salaries, Taxes, Benefits	EFT	05/30/24	Paychex	Employee SS & Medicare \$4,268.67 Employer SS & Medicare \$4,268.69, Employee Fed Income Tax \$4,317.26, Employee State Income Tax \$2,006.00, Employer State Unemployment \$9.03, Garnishment \$344.76, Net Pay \$38,929.31, Paychex Processing Fee \$962.60	55,106.32	
Employee - Salaries, Taxes, Benefits	EFT	06/03/24	Humana	Dental Insurance	2,259.62	
Employee - Salaries, Taxes, Benefits	EFT	06/03/24	CEBT	Medical/Life/LTD/Vision/Voluntary Life Insurance- Employer Paid \$23,646.10, Employee Paid \$6,233.48	29,879.58	169,032.23
Legal	1396	06/07/24	Ogborn Mihm, LLP	Litigation Services - April	715.00	
Legal	17411	06/11/24	Coaty Woods, P.C.	Legal Fees - May	14,042.50	14,757.50
Office & Grounds	EFT	06/03/24	Clean Freaks	Monthly Office Cleaning	520.00	
Office & Grounds	17413	06/11/24	Designscapes Colorado	Monthy Landscaping/Irrigation Repairs - Office & Red PS	3,536.38	
Office & Grounds	17423	06/11/24	Taylor Fence Company	P2 Fence Repairs	6,156.00	10,212.38
Office Expense	1391		Badger Meter Inc	Beacon Mobile Hosting - May	11.13	
Office Expense	1393		Micro Center	Webcam/Hard Drive/Ram/Video Card/Apple Airpods	784.95	
Office Expense	<i>EFT</i>	05/20/24		Timekeeping	153.21	
Office Expense	EFT	05/20/24	Rocky Mountain Reserve	HRA/FSA/DCA Admin	131.00	
Office Expense	17412	06/11/24	Continental Utility Solutions	Credit Card Processing Fees - May/Account & Routing Number Validation - May	6,445.64	
Office Expense	<b>17414</b> 06/11/24 IT Consultants		IT Consultants	EncompassIT Server/Desktop/Infrastructure/Firewall/Cloud Backup/Third Wall/Sentinal One/Password Policy Update Project	5,899.75	

Office Expense	17415	06/11/24	Infosend	Residential/Second Notice/Commercial Bill Printing & Mailing - May	3,059.40	
Office Expense	17421	06/11/24	Sanity Solutions Inc	Office 365 Business x37 - May/June	1,609.50	18,094.58
Payroll Liabilities	EFT		PERA	Employee Paid Contributions to 401K Retirement Accounts 5//15 PR	571.50	
Payroll Liabilities	EFT	05/15/24	PERA	Employee Paid Contributions to 457 Retirement Accounts 5/15 PR	126.88	
Payroll Liabilities	EFT	05/29/24	Rocky Mountain Reserve	FSA/DCA Claims 5/20-5/26	23.72	
Payroll Liabilities	EFT	05/30/24	PERA	Employee Paid Contributions to 401K Retirement Accounts 5/30 PR	568.06	
Payroll Liabilities	EFT	05/30/24	PERA	Employee Paid Contributions to 457 Retirement Accounts 5/30 PR	123.44	
Payroll Liabilities	<i>EFT</i>	06/03/24	Aflac	Supplemental Insurance	165.42	
Payroll Liabilities	EFT	06/04/24	Rocky Mountain Reserve	FSA/DCA Claims 5/27-6/02	77.62	1,656.64
Reimbursable	1394	06/07/24	Miller & Associates	Environmental Consultant Selection - April	450.00	450.00
Repair Department	1386	05/10/24	General Air	Welding Tank Rental	117.63	
Repair Department	1390	06/07/24	Ace Hardware	Stub Screwdriver x2/Flat Head Bit/5 gal Bucket/Red Spray Paint x10/U Bolt x7/Cutoff Wheel/Magnetic Pickup Pointer/Fastners x23/Hex Bolt Set/IR Reader Battery x2/Flag Hardware/Broom Head/Rubber Mallet/Contruction Adhesive/Knee Pads/Spade Shovel/Upperhand Fish Tape 125'/Oscillating Blade x6/Office Flowers	662.04	
Repair Department	1395	06/07/24	Morrison Backflow Testing LLC	Backflow Testing x8 Sites	680.00	
Repair Department	1397	06/07/24	Oxford Recycling Inc	Asphalt Recycling	65.00	
Repair Department	1398	06/07/24	Safety & Construction Supply	Safety Glasses x12	114.90	
Repair Department	EFT	05/29/24	Core & Main	4"/6"/8" Repair Couplings x10/Strongback Coupler x2/Food Grade Anti-Sieze x12/12" Hydrant Extension x4/6" Hydrant Extension x1	9,329.07	
Repair Department	17416	06/11/24	Pioneer Inc	Road Base Refill 57.93 TN	1,097.78	12,066.42
Sewer Treatment Cost	EFT		Metro Water Recovery	2nd Quarter Installment	722,207.25	722,207.25
UNCC Locates	17424		Utility Notification Center of Colorado	UNCC Locates - May	1,968.54	1,968.54
Utilities	EFT		Xcel Energy	Gas/Electric - Mar/Apr	7,531.62	
Utilities	EFT	05/23/24	Sound Telecom	Answering Service - May	334.70	
Utilities	EFT	06/16/24	Comcast	P2 Internet Services 5/21-6/20	119.85	
Utilities	EFT	06/19/24	T-Mobile	Cell Phone/Tablet/GPS Tracking 4/21-5/20	1,674.29	
Utilities	EFT	06/20/24	SunShare	Solar Garden Allocation - April	10,550.32	
Utilities	EFT	06/21/24	Greenbacker	Solar Garden Allocation (DIA) - April	3,197.28	
Utilities	EFT	06/21/24	Greenbacker	Solar Garden Allocation (Linnebur) - April	4,176.01	27,584.07
VISA - AP	EFT	05/23/24	VISA	Auto Expense \$1,225.04, Office Expense \$7,178.29, Office & Grounds \$3,057.48, Repairs & Maintenance \$1,178.49, Capital Vehicles \$11,257.27	23,896.57	23,896.57
				Subtotal of All Expenditures	1,690,637.71	1,690,637.71
		1 at Danie Dail	. On anatin a	Subtract Capital Expenditures	91,889.11	91,889.11
		1st Bank Dai	y Operating	Total Monthly Operating Expenses	\$1,598,748.60	\$1,598,748.60

1st Bank Daily Operating

<sup>1</sup>st Bank Monthly Operating

\* Multiple Expense Accounts Paid with 1 Check

#### 1st Bank VISA April/May 2024

Date		Name	Memo	Amount
AUTO EXPENSE				
Unit 6-2017 Ford F150				
	4/20/2024	Advance Auto Parts	Thermostat & Gasket - Unit 6	26.64
		Phil Long Ford	Water Pump/Thermostat/Coolant - Unit 6	301.40
Unit 9-Backhoe	4/30/2024	Filli Long Ford	water Fump/ memostar/ Goorant - omt o	301.40
	1/26/2021	4 Rivers Equipment	Sensor - Unit 9	181.27
Unit 18-2018 F150	4/20/2024	4 Kivers Equipment	ochsor office	101.27
	5/20/2024	Green Mountain Carwash	Carwash - Unit 18	15.00
Unit 20- 2019 Kenworth T88		orcen mountain ourwasii	ourwash one to	10.00
		Amazon.Com	3/8" DOT Brass Air Brake Line Fittings - Unit 20	28.49
Unit 21- 2013 GMC TV Van	0,00,2021	741102011.00111	6,6 Det Brace / III Brake Line ( ) Kings Offic 25	20.17
	5/15/2024	Emich Chevrolet	DEF Heater - Unit 21	432.00
Unit 27-2015 Ford F350	0, 10, 2021			102100
	5/20/2024	Phil Long Ford	Sun Visor Retaining Clip - Unit 27	55.29
Unit 30 - 2019 F450 Valve Tr		<b>3</b>	2.7.	
		Amazon.Com	Rechargable Spotlight - Unit 30	35.68
Tools/Misc Expense			3	
-	4/18/2024	Amazon.Com	Reversible Impact Driver Extractor Set	29.99
04	4/23/2024	Advance Auto Parts	Hydraulic Fluid	68.07
0:	5/10/2024	Advance Auto Parts	Torq Tool/4 Way Valve Tool	8.47
0:	5/14/2024	Advance Auto Parts	Power Inverter	42.74
			Auto Expense Total	
OFFICE EXPENSE				
Computer/Printer Repairs-Page 1	arts			
		Framework	Power Adapter/Expansion Card - DisplayPort & HDMI	230.97
0:	5/16/2024	Framework	Office Laptop	1,799.83
Dues				•
0:	5/09/2024	Register.com	Domain Name Registration	14.00
Maintenance Agreements		-	-	
=	4/24/2024	JAMF Software, LLC	Mobile Device Management 4/25-5/24	70.00
0	5/09/2024	X West Inc	Printing Charges - April	77.59
0:	5/14/2024	Ubiquiti	UniFi Identity Enterprise Standard	46.35
0:	5/15/2024	Ubiquiti	Refund of Taxes	-5.40

\$1,225.04

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Mandatory Empl Test Ex	xpense			
, ,	05/06/2024	First Advantage	Random Selection Annual Enrollment x2	91.80
Miscellaneous Expense	S			
	04/22/2024	Costco	Kitchen/Bathroom/Cleaning Supplies	1,083.02
	04/26/2024	Wendy's	Lunch Meeting	13.75
	04/29/2024	FTD	Sympathy Flowers	104.52
	05/09/2024	Amazon.Com	Wire Cover x2	43.98
	05/09/2024	Amazon.Com	Flag Rope	27.00
	05/13/2024	Amazon.Com	Centerpull Paper Towel x4 Cases	264.56
	05/16/2024	Amazon.Com	12-Piece Kitchen Knive Set/Scissors x5	23.77
	05/16/2024	Amazon.Com	Wood Clipboard x3	8.90
Utilities - Office			·	
	05/01/2024	Comcast	Office Internet - April	680.05
	05/20/2024	Comcast	Office Internet - May	680.05
Phone Accessories/Sup	piles			
-	05/13/2024	Amazon.Com	Magnetic Charging Station/Glass Screen Protector	53.98
	05/13/2024	Amazon.Com	Glass Screen Protector	8.99
Prepaid Expense				
-	04/22/2024	Adobe.com	Adobe Creative Cloud 4/22/24-4/13/25	1,085.78
	04/30/2024	1password.com	Company Password Vault - (Changed from Monthly to Annual)	768.36
Software				
	04/23/2024	Adobe.com	Credit for Reassigning Licenses	-181.21
	04/23/2024	Adobe.com	Credit for Reassigning Licenses	-724.83
	04/25/2024	My Postage Rate Saver	Monthly CASS Updates	58.58
	04/30/2024	SendGrid	Email Gateway - April	161.95
	05/02/2024	Asana	Project Management Software - May	159.78
	05/13/2024	Zoom Video Communications Inc.	Video Cloud Recording 4/13-5/12	40.00
	05/16/2024	Adobe.com	Adobe Creative Cloud ADA Tool	61.79
Supplies				
••	05/10/2024	Intuit Checks & Forms	Operating Checks x500	192.49
	05/47/0004	0(() D	Printer Toner x2/Paper/Sticky Notes/File Pocket/Packing	007.00
	05/1//2024	Office Depot	Tape/Printer Ribon	237.89
			Office Expense Total	
OFFICE & GROUN	NDS			
	05/01/2024	Vortex Colorado, INC.	Deposit for Garage Bay Door Repair	1,844.38
		Vortex Colorado, INC.	Replaced Switch - Garage Bay Door	537.42
		Waste Management	P2 Trash Services - May	168.71
		Waste Management	Office Trash & Recycling Services - May	506.97
	00,00,2024	Tracte management	Office & Grounds Total	500.97

\$7,178.29

\$3,057.48

Repair Department				
Miscellaneous Tools/Supplies				
04/30/2024	Amazon.Com	LED Flashlight x8	199.92	
05/07/2024	Amazon.Com	Measuring Wheel	59.99	
05/07/2024	Amazon.Com	Disposable Hazmat Suit	11.59	
05/14/2024	Home Depot	Grinder w/Battery/Cutoff Blades/Impact Extension/Combo Wrench	444.99	
05/17/2024	Home Depot	60V Battery - Grinder	358.00	
Water				
04/23/2024	City Of Lakewood	Street Cut Permit - 1504 S Ward St	52.00	
05/06/2024	City Of Lakewood	Street Cut Permit - 2228 S Xenophon St	52.00	
		Repair Department Total		\$1
Capital Vehicles				
04/29/2024	Decked	Drawer Bed Tool Box x2	3,344.26	
04/29/2024	Decked	Refund of Taxes	-144.28	
04/29/2024	Weather Tech	Front Floor Liner - Unit 24 & 36	275.90	
04/30/2024	Tri-State Public Safety	Safety Lights for 3 Trucks	6,840.62	
05/13/2024	_	Truck Bed Tool Box	940.77	
		Capital Vehicles Total	-	\$11
Monthly Credit Card Total			\$23,896.57	\$23,

# Capital Expenditures vs Capital Revenue 2024 Timeline

Capital Expenditures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2024	Total 2024	Total 2024
	0	207,564	458,762	607,686	836,635	1,118,548	975,280	924,636	756,954	662,719	600,496	607,662	YTD Actual	Projected	Budgeted
2017 Cellular Endpoints	71,973	51,459	49,825	32,797									206,054	206,054	250,000
2020 Sewer Improvements	4,805	293	455	4,749		15,000	50,000	100,000	150,000	90,000	15,000	19,698	10,302	450,000	450,000
2023 Water System Improvements					18,340	181,660							18,340	200,000	200,000
2024 Sewer IRP Tamarisk Lift Station				34,404		5,000	5,000	150,000	200,000	200,000	90,000		34,404	684,404	700,000
2024 Water IRP		4,044	7,246	14,191	52,029	350,000	500,000	500,000	300,000	300,000	300,000	372,490	77,510	2,700,000	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			127,160	10,807	11,740					60,000			126,227	186,227	225,000
Field Equipment			12,824		8,554				42,000				21,378	63,378	55,000
Office and Grounds													0	0	0
Office Equipment											20,000		0	20,000	20,000
Total Expense	76,778	55,796	197,510	96,948	67,183	551,660	555,000	755,000	702,000	660,000	450,000	854,688	494,215	5,022,563	5,112,500

													Total 2024	Total 2024	Total 2024
Capital Revenues													YTD Actual	Projected	Budgeted
Cap Reserve	171,187	200,420	234,587	215,302	234,907	313,863	409,827	492,789	513,236	503,248	362,637	272,497	1,056,403	3,924,500	3,981,460
Interest Income	112,955	106,374	111,647	110,395	113,989	94,329	94,329	94,329	94,329	94,329	94,329	94,333	555,360	1,215,667	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	1,000	2,400	2,400
Total Revenue	284,342	306,994	346,434	325,897	349,096	408,392	504,356	587,318	607,765	597,777	457,166	367,030	1,612,763	5,142,567	5,115,812

Income (Loss) Non-Operating	207,564	458,762	607,686	836,635	1,118,548	975,280	924,636	756,954	662,719	600,496	607,662	120,004

#### Green Mountain Water and Sanitation District Capital Expenditures As of May 31, 2024

**Accrual Basis** 

Date Name	Memo	Account	Debit	Credit
Mar 24 03/12/2024	Wastewater Pipe Design Support Structure	8001 · Capital Field Equipment 8004 · Capital Vehicles 8004 · Capital Vehicles 8004 · Capital Vehicles 8100 · 2017 Cellular Endpoints 8102 · 2020 Sewer System Improvements 8109 · 2024 Water IRP Project	12,824.00 31,890.00 40,890.00 54,379.95 49,825.00 455.00 7,245.80	
Mar 24			197,509.75	0.00
Apr 24 04/12/2024 Canyon Systems Inc 04/29/2024 Weather Tech 04/29/2024 Decked 04/30/2024 Archer Sign and Design 04/30/2024 Tri-State Public Safety 04/30/2024 Respec 04/30/2024 RG and Associates, LLC	Safety Lights for 3 Trucks as LLC Communication/Scheduling/Register & Endpoint Replacem Wastewater Pipe Design Support Structure through April	8004 · Capital Vehicles 8004 · Capital Vehicles 8004 · Capital Vehicles 8004 · Capital Vehicles 8004 · Capital Vehicles	34,404.14 275.90 3,344.26 490.00 6,840.62 32,797.00 4,748.75 14,191.08	144.28
Apr 24			97,091.75	144.28
May 24 05/06/2024 Phil Long Ford 05/07/2024 Browns Hill Eng & Contr 05/13/2024 Decked 05/13/2024 Marathon Seat Covers 05/20/2024 Allen Trench Safety Cor 05/31/2024 RG and Associates, LLC 05/31/2024 RG and Associates, LLC	Truck Bed Tool Box Front & Rear Bench Seat Covers x3 p. Trench Shoring 2x7/4x7/Adjusting Spring x6 Generator Pad/Saw Cut & Excavation for Eletrical Conduit 2024 Water IRP Engineering - January	8004 · Capital Vehicles 8107 · 2023 Water System Improvements 8004 · Capital Vehicles 8004 · Capital Vehicles 8001 · Capital Vehicles 8001 · Capital Field Equipment 8107 · 2023 Water System Improvements 8109 · 2024 Water IRP Project 8109 · 2024 Water IRP Project	3,040.00 940.77 1,913.94 8,554.04 15,300.00 49,857.85 2,171.20	14,594.95
May 24			81,777.80	14,594.95
TOTAL			376,379.30	14,739.23

# Green Mountain Water & Sanitation District-Investment Report Cash Account Balances as of May 31, 2024

#### Cash Accounts

Bank Description	Accounts Payable	Current Balance	Interest Rate
Petty Cash		\$1,438.00	
1ST Bank - Daily Operating Account 2		(\$4,027.76)	
1ST Bank - Monthly Operating Account		\$3,987.85	
1ST Bank - Money Market		\$32,000.00	
1ST Bank - Liquid Asset/Operating Funds	\$1,598,748.60	\$5,675,857.32	4.50%
1ST Bank - Liquid Asset/Capital Funds	\$91,889.11		
Csafe CASH ( Variable Daily Rate)		\$940,170.99	5.346%
Csafe CORE (Variable Daily Rate)		\$14,950,927.50	5.430%
ColoTrust Plus (Variable Daily Rate)		\$4,202,923.10	5.416%
Total Cash		\$25,803,277.00	

#### **Certificates of Deposit**

CD Description	Expiration Date	Face Amount	Amoritized Amount	Interest Rate
			\$0.00	
Total Certificates of Deposit			\$0.00	
Total Cash and Cash Equivalents			\$25,803,277.00	

#### Investment Report As of 5/31/2024

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

Term	Definition	Instruments and Guidelines	Account Name	Maturity Dates	5/31/2024 Balances	Total \$ per Term	% per Term	% of Current Year's Budget per Term
Immediate	Minimum = 25% of current year's budget.	Checking = least practical balance.	Petty Cash		1,438.00			
Liquidity			1st Bank Sweep Account		5,707,817.41			
	Maximum = none.	Insured Money Market Fund and	Csafe CASH		940,170.99			
		Tresuries = up to 100%	ColoTrust Plus		4,202,923.10			
	Optimize at 25% of current year's budget, but							
	could go higher if short- and long-term yields	Pools that are specifically approved						
	are not favorable.	by Green Mountain Board of Directors						
		= up to 100%						
		NO MORE THAN 50% OF						
		IMMEDIATE-TERM FUNDS IN ANY						
		SINGLE-ENTITY INSTRUMENT. *						
		Availability < 8 HOURS				10,852,349.50	42.06%	54.65%
Short	Funds available in excess of 25% of current	Above, plus: none	Csafe CORE		14,950,927.50			
	year's budget, up to 50% of current year's							
	budget, but could go higher if long-term	NO MORE THAN 50% OF						
	yields are not favorable.	SHORT-TERM FUNDS IN ANY						
		SINGLE-ENTITY INSTRUMENT. *						
		8 HOURS < Availability ≤ 1 YEAR				14,950,927.50	57.94%	75.29%
Long	Funds available in excess of 50% of current	Above, plus: approved long-term						
	year's budget. If long-term yields are not	instruments.						
	favorable, invest in short-term or liquid							
	instruments.							
	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.	1 YEAR < Availability ≤ 5 YEARS				0.00	0.00%	0.00%
	within cach year, fullus are laudered qualterly.	I ILAN MVallavilly & J ILAND				1 0.00	0.00%	J U.UU7

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

\$25,803,277.00

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings 1001-01 · 1st Bank-Daily Operating 2	-4,027.76
1001-01 - 1st Bank-Dany Operating 2	14,950,927.50
1011 · CSafe Cash	940,170.99
1000 · Imprest Cash Account	1,438.00
1002 · 1st Bank-Operating	3,987.85
1003 · 1st Bank-Money Market	32,000.00
1004 · 1st Bank-Sweep Account	5,675,857.32
1113 · Colotrust Plus-Capital Reserve	4,202,923.10
Total Checking/Savings	25,803,277.00
Accounts Receivable	
1200 · A/R-Water	764,651.47
1210 · A/R-Sewer	316,143.86
Total Accounts Receivable	1,080,795.33
Other Current Assets	
1450 · Reimbursable	1,548.98
Total Other Current Assets	1,548.98
Total Current Assets	26,885,621.31
Fixed Assets	
1455 · HRA Deposit	79,969.60
1500 · Acc Dep-Office & Grounds	-919,646.61
1510 · Acc Dep-Office Equipment 1520 · Acc Dep-Repairs & mtn	-517,669.08 -686,532.06
1530 · Acc Dep-Repairs & Intil	-8,561,164.18
1540 · Acc Dep-Vehicles	-1,181,280.38
1550 · Acc Dep-Water System	-20,012,258.00
1600 · Land	271,261.04
1610 · Office & Grounds-Capital	1,535,246.59
1620 · Office Equipment Capital	545,814.20
1630 · Repairs & Mtn Capital 1640 · Sewer Lines & Mechanical	803,835.10
1650 · Vehicles Capital	18,177,414.53 1,762,283.96
1660 · Water Lines & Mechanical	40,569,213.18
Total Fixed Assets	31,866,487.89
OIL A .	
Other Assets 1900 · Def Outflows if Res OPEB	31,440.00
1900 • Def Outflows of Res Pension	265,653.00
1700 · Construction in Progress	1,551,149.08
1720 · Prepaid Expense	242,229.83
Total Other Assets	2,090,471.91
TOTAL ASSETS	60,842,581.11
LIABILITIES & EQUITY Liabilities Current Liabilities	
Accounts Payable 2002 · Unclaimed Property 2000 · Accounts Payable	1,611.49 1,463,557.67
Total Accounts Payable	1,465,169.16
Credit Cards	
2001 · 1st Bank VISA	2,818.61
Total Credit Cards	2,818.61

	May 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	35,814.21
2101 · Accrued Vacation Payable	59,751.95
2102 · Deposits Payable	12,500.00
2200 · Payroll Liabilities	4,342.50
Total Other Current Liabilities	1,598,075.90
Total Current Liabilities	3,066,063.67
Total Liabilities	3,066,063.67
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	33,283,844.35
Net Income	-551,267.59
Total Equity	57,776,517.44
TOTAL LIABILITIES & EQUITY	60,842,581.11

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

#### **Accrual Basis**

May 31, 2024

Revenues	YTD Budget	YTD Actual	Act vs Budget
Operating Revenue	3,767,524.24	3,709,370.58	-58,153.66
Non-Operating Revenue	1,239,585.19	1,263,666.79	24,081.60
Total Income	5,007,109.43	4,973,037.37	-34,072.06

#### **Explanation of Variance**

\*\*\*1 - For Jan-May 2024, the District used 9,086,000 more gallons (2.46% more) compared to Jan-May 2023. Water use is 2.62% less than budgeted for in 2024. Water used in May is not billed to customers until June and July.

\*\*\*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	YTD Budget	YTD Actual	Act vs Budget
Operating Expense	4,422,456.24	4,248,596.49	-173,859.75
Non-Operating Expense	488,000.00	422,282.37	-65,717.63
Total Expense	4,910,456.24	4,670,878.86	-239,577.38

#### **Explanation of Variance**

- \*\*\*3 Invoices for engineering, auto (fleet fuel), and litigation fees are typically received a month in arrears.
- \*\*\*4 Meter stock is currently adequate.

<sup>\*\*\*5 -</sup> Construction work for the 2024 Water IRP will begin in late June.

Income/Loss	YTD Budget	YTD Actual	Act vs Budget
Income/Loss Operating	-654,932.00	-539,225.91	115,706.09
Income/Loss Non-Operating	751,585.19	841,384.42	89,799.23
Net Income	96,653.19	302,158.51	205,505.32

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

#### **Accrual Basis**

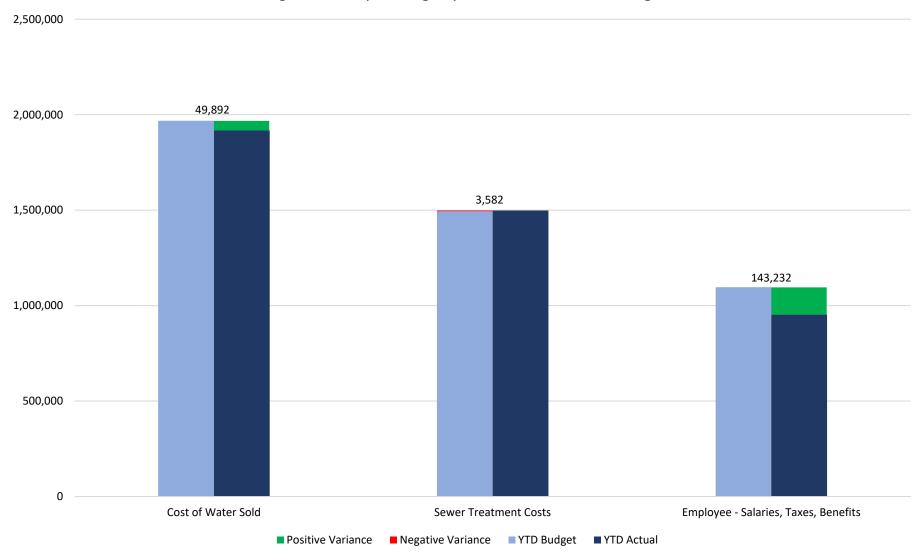
	2024 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget
Operating Revenue					_
1 Delinquent Charges	75,000.00	23,515.39	23,530.89	15.50	100.07%
2 Inspection Fees	0.00	0.00	0.00	0.00	0.00%
3 Insurance Claim Revenue	0.00	0.00	152.00	152.00	100.00%
4 Meter Sales	0.00	0.00	0.00	0.00	0.00%
5 Miscellaneous Income	6,300.00	2,691.65	62,677.42	59,985.77	2328.59% ***2
6 Service Fee	4,041,843.00	1,633,318.73	1,650,204.76	16,886.03	101.03%
7 Sewer User Charges	3,323,482.00	1,357,243.98	1,281,825.01	-75,418.97	94.44%
8 Short Check Fees	800.00	320.00	390.00	70.00	121.88%
9 Shut Off Charges	4,000.00	1,300.00	1,350.00	50.00	103.85%
10 Transfer Fees	20,250.00	6,210.00	6,660.00	450.00	107.25%
11 Water Sales	7,500,145.00	1,706,562.04	1,615,904.96	-90,657.08	94.69% ****
12 Total Operating Revenue	14,971,820.00	4,731,161.79	4,642,695.04	-88,466.75	98.13%
Operating Expense					
13 Accounting/Audit	16,500.00	10,000.00	12,000.00	2,000.00	120.00%
14 Auto Expense	125,800.00	52,416.56	22,810.29	-29,606.27	43.52% ***3
15 Contracted Repairs	272,500.00	115,583.39	93,134.46	-22,448.93	80.58%
16 Cost of Meters Sold	20,000.00	8,333.35	259.28	-8,074.07	3.11% ***4
17 Cost of Water Sold	7,041,342.00	1,967,245.40	1,917,353.60	-49,891.80	97.46% ****
18 Director Fees	9,600.00	4,000.00	2,900.00	-1,100.00	72.50%
19 Employee - Salaries, Taxes, Benefits	2,595,150.00	1,095,461.47	952,229.17	-143,232.30	86.92%
20 Engineering	145,000.00	60,416.69	4,664.75	-55,751.94	7.72% ***3
21 Insurance	162,564.00	67,735.00	68,265.64	530.64	100.78%
22 Legal	350,000.00	145,833.35	211,931.80	66,098.45	145.33% ***3
23 Lobbyist	30,000.00	30,000.00	32,500.00	2,500.00	108.33%
24 Office & Grounds	92,500.00	50,470.01	52,550.35	2,080.34	104.12%
25 Office Expense	427,720.00	191,411.19	161,313.58	-30,097.61	84.28%
26 Repair Department	150,000.00	56,250.11	45,246.30	-11,003.81	80.44%
27 Sewer Treatment Costs	2,938,829.00	1,494,414.50	1,497,996.06	3,581.56	100.24%
28 UNCC Locates	10,000.00	4,166.65	5,545.71	1,379.06	133.10%
29 Utilities	357,950.00	114,804.21	120,528.37	5,724.16	104.99%
30 Total Operating Expense	14,745,455.00	5,468,541.88	5,201,229.36	-267,312.52	95.11%
31 Income (Loss) Operating	226,365.00	-737,380.09	-558,534.32	178,845.77	75.75%

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

#### **Accrual Basis**

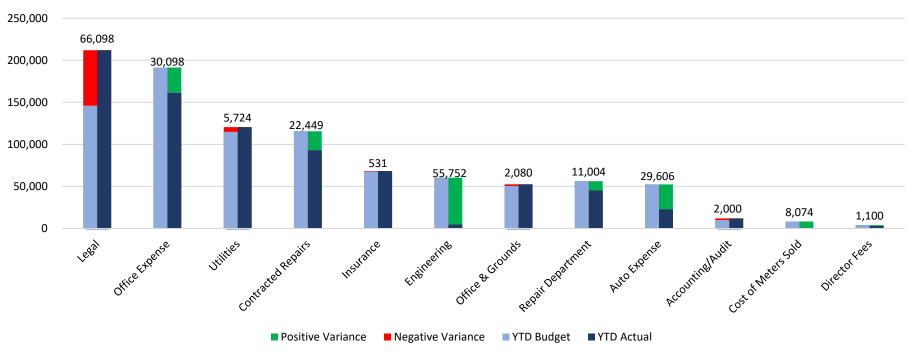
		2024 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget
N	on-Operating Revenue					
1	Capital Reserve Fund Revenue	3,981,460.00	1,113,363.23	1,056,402.82	-56,960.41	94.88% ***1
2	Interest Income	1,131,952.00	471,646.65	555,360.21	83,713.56	117.75%
3	Sewer System Development Fees	0.00	0.00	0.00	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	1,000.00	1,000.00	0.00	100.00%
6 T	otal Non-Operating Revenue	5,115,812.00	1,586,009.88	1,612,763.03	26,753.15	101.69%
N	on-Operating Expenditures					
7	2017 Cellular Endpoints	250,000.00	250,000.00	206,054.00	-43,946.00	82.42%
8	2020 Sewer System Improvements	450,000.00	45,000.00	10,301.25	-34,698.75	22.89%
9	2023 Water System Improvements	200,000.00	0.00	18,340.00	18,340.00	100.00%
10	2024 Sewer IRP Tamarisk Lift Station	700,000.00	0.00	34,404.14	34,404.14	100.00%
11	2024 Water IRP	2,700,000.00	355,000.00	77,510.33	-277,489.67	21.83% ***5
12	2025 Design	75,000.00	0.00	0.00	0.00	0.00%
13	2024 Field Equipment	55,000.00	13,000.00	21,378.04	8,378.04	164.45%
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	165,000.00	126,226.21	-38,773.79	76.50%
17	Capital Contingency	437,500.00	0.00	0.00	0.00	0.00%
18 T	otal Non-Operating Expenditures	5,112,500.00	828,000.00	494,213.97	-333,786.03	59.69%
19 lr	ncome (Loss) Non-Operating	3,312.00	758,009.88	1,118,549.06	360,539.18	147.56%
20 N	et Income	229,677.00	20,629.79	560,014.74	539,384.95	2714.59%

#### High Dollar Operating Expense YTD Actual vs Budget

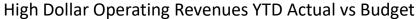


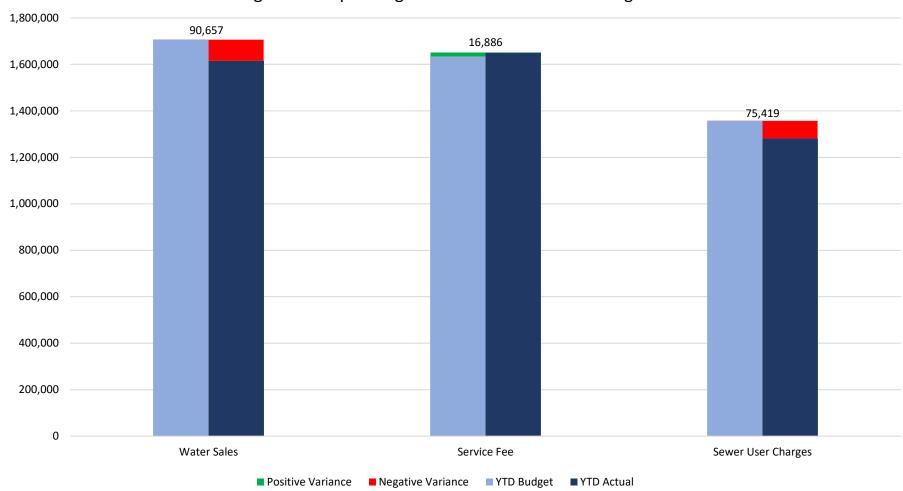
<sup>-</sup> **Cost of Water Sold** - For Jan-May 2024, the District used 9,086,000 more gallons (2.46% more) compared to Jan-May 2023. Water use is 2.62% less than budgeted for in 2024. Water used in May is not billed to customers until June and July.

#### Operating Expense YTD Actual vs Budget



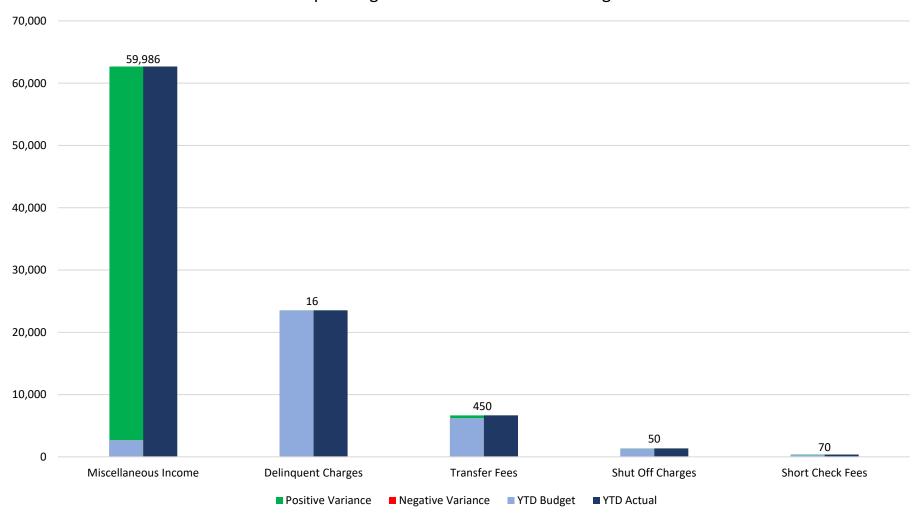
- Invoices for engineering, auto (fleet fuel), and litigation fees are typically received a month in arrears.
- Cost of Meters Sold Meter stock is currently adequate.
- ${f 2024~Water~IRP}$  Construction work for the 2024 Water IRP will begin in late June.





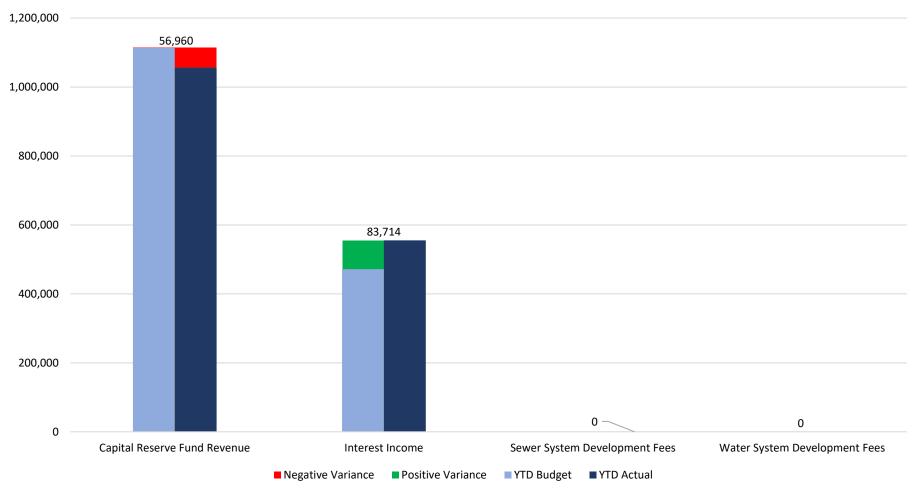
<sup>-</sup> Water Sales/Sewer User Charges - For Jan-May 2024, the District used 9,086,000 more gallons (2.46% more) compared to Jan-May 2023. Water use is 2.62% less than budgeted for in 2024. Water used in May is not billed to customers until June and July.

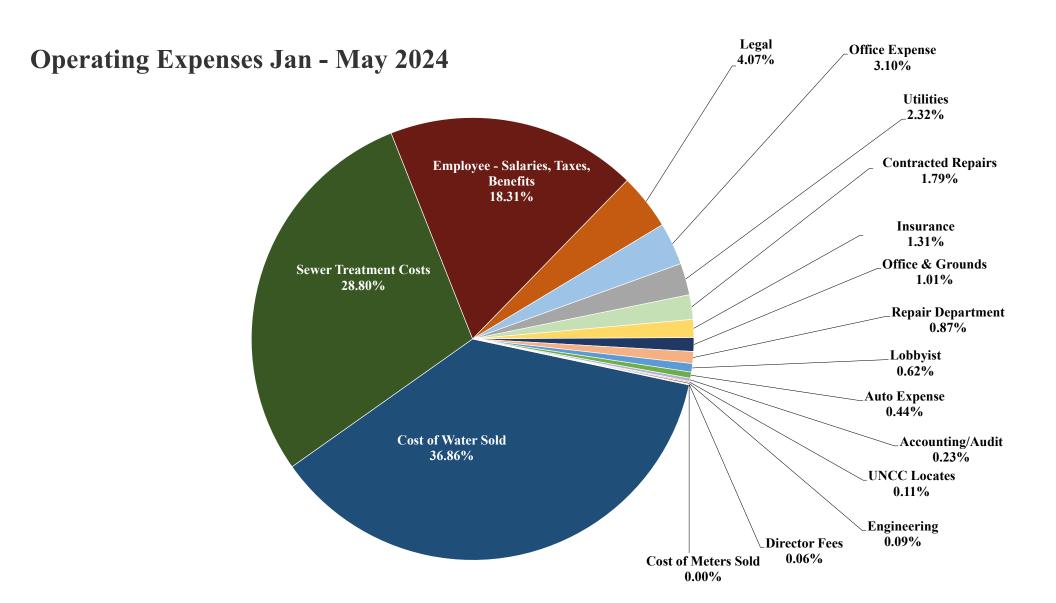
#### Operating Revenues YTD Actual vs Budget



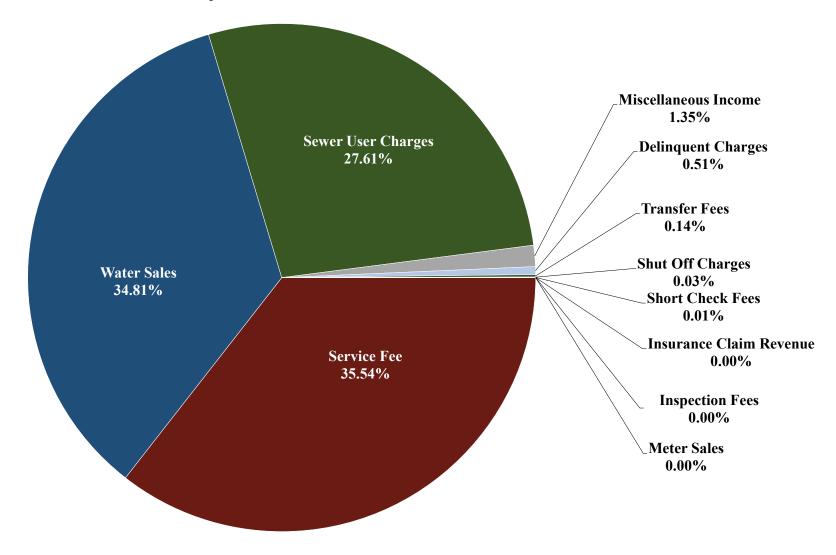
<sup>-</sup> **Miscellaneous Income** - Much larger than budgeted due to a payment of \$28,227.45 made by Bear Creek Water and Sanitation for their share of the final change order for the 2023 CIPP project.

#### Non-Operating Revenues YTD Actual vs Budget





## **Operating Revenues Jan - May 2024**

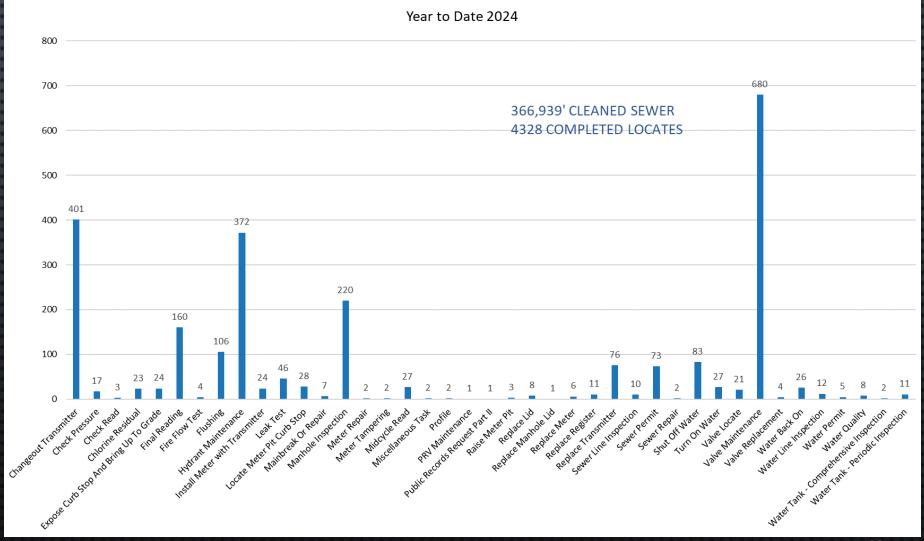


# DISTRICT STATUS REPORT

JUNE 11, 2024

### **OPERATIONS AND MAINTENANCE REPORT**





# **OPERATIONS AND MAINTENANCE REPORT**

- 1 main break in May, 741 S Routte Way, 6" CIP due to corrosion
- 1 valve replaced at 2228 Xenophon St, 4" valve replaced due to corrosion



## **DEVELOPMENT REVIEWS**

# **Current reviews**

- 11907 W Alameda Pkwy, waiting for Denver Water approval
- Fletcher Miller School waiting for Denver Water approval
- Federal Center environmental review ongoing, should have report in the coming days
- 1031 S Union Blvd, flow study fee and schedule delivered



# INFRASTRUCTURE REPLACEMENT PROJECTS

# 2024 IRP

- 2024 IRP PRE-CON COMPLETED
- CONCRETE WORKS IS EXPECTED TO START WORK IN LATE JUNE
- WE WILL HAVE A WEBPAGE FOR RESIDENTS AFFECTED

