



GREEN MOUNTAIN WATER & SANITATION DISTRICT

**Board of Directors Regular Meeting
February 14, 2023**

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

February 14, 2023

NOTICE IS HEREBY GIVEN that the Board of Directors of the GREEN MOUNTAIN WATER AND SANITATION DISTRICT, of the County of Jefferson, State of Colorado, will hold a regular meeting at 6:00 p.m., Tuesday February 14th, 2023, at 13919 W. Utah Ave., Lakewood, Colorado 80228. This meeting will be held for the purpose of conducting such business as may come before the Board. This meeting is open to the public.

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

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

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

Meeting ID: 895 3322 5776

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

If you still experience issues, email customerservice@greenmountainwater.org and our IT staff will assist you as soon as possible.

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

<u>Board Member</u>	<u>Term Expiration</u>
Jeff Baker, President	May, 2025
Karen Morgan, Vice President	May, 2023
David Wiechman, Secretary	May, 2025
Todd Hooks, Treasurer	May, 2023
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 the Minutes

- a. October 25, 2022, Special Board Meeting Minutes [pg 4](#)
- b. November 29, 2022, Special Board Meeting Minutes [pg 9](#)
- c. December 13, 2022, Regular Board Meeting Minutes [pg 13](#)
- d. December 15, 2022, Special Board Meeting Minutes [pg 20](#)

6. District Manager Report Please review before Board Meeting for Quick review in Board meeting

- a. Full Report [pg 22](#)
 - i. Recognition
 - ii. Dashboards
 - iii. Maintenance Report
 - iv. Project Management
 - v. Operations

7. Capital and Construction Projects

- a. Project Construction Report Spreadsheet [pg 30](#)
 - i. Sewer Pipe Lining Bear Creek Golf Course
 - ii. Collection Sewer Pipe Kipling
 - iii. Ravines Water and Sewer Barricades
 - iv. Replacement Sewer Line West Kentucky Ave

8. Financial Matters [pg 32](#)

- a. January 2023/February 2023 Daily/Monthly Operation Expenses & Capital Expenditures [pg 33](#)
- b. January 2022 Unaudited Financial & Investment Report [pg 40](#)

9. Director's Matters

- a. Legislative Committee Update

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

11. 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 appellate litigation and status report
- b. Negotiators regarding red zone tank pre-litigation mediation
- c. Ravines Structures

12. New Business – Notifications for Next Board Meeting

13. Adjourn

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

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

October 25, 2022

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, October 25, 2022.

This document is an edited version of the audio recording of the District Board meeting.

<p>Attendance:</p>	<p>A special meeting of the District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:</p> <p>Jeff A. Baker, President Karen Morgan, Vice President Dave Wiechman, Secretary Todd Hooks, Treasurer Roger Wendell, Director</p> <p>Also present were:</p> <p>Jeff Tyus, District Manager Sam R. McKay, District Information Technology Jesse Davenport, District Information Technology (via teleconference)</p> <p>Members of the Public:</p> <p>Imara – District constituent (via teleconference) Alex – District constituent (via teleconference) Dave Garner – District constituent (via teleconference) Doug Pavlich – District Accountant (via teleconference) Austyn Pantano, District Field Supervisor (via teleconference) 3 additional persons in the audience</p>
<p>Call to Order / Declaration of Quorum:</p>	<p>Director Baker, 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:</p>	<p>There were no Directors matters to present.</p>

Approval of/Additions to/Deletions from the Agenda:	There were no additions or deletions for the Agenda to present.
Public Comment:	<ul style="list-style-type: none"> • Imara - Thanked the board for holding a special meeting to consider edits to the budget and their conscientious attention to the proposed budget. She stated at the previous meeting she stated her concerns regarding the \$8.3 million dollar deficit in the budget and that she had concerns with the expansion of capacity and that instead the Board should be budgeting for repair and replacement as it's first priority. She indicated that the budget should not include projects that are further out than 12 months as the District does not have the staff, resources, and money to do so. She continued that if any further development is done, the developer needs to pay for those projects and not the constituents of the District. Additionally, she suggested that if the new projects are urgent and are to be taken care of instead of the current projects slated for the District, they should be charged a priority fee and those funds set aside to be used for the increased costs that the District will incur on the deferred projects. • Alex – indicated that Imara had covered quite a few of the points that he wanted to reflect on. He spoke to the necessity to significantly increase tap fees for development, and not just for inflation, purchasing water rights to mitigate for emergency situations due to drought, and that the constituents of the District are not subsidizing the mistakes of the past. • Dave Garner – Expressed that the Board should be concerned with new development, and he believed that the current Board understands that. He indicated that there will always be projects that are needing to be completed, and that the current Board is having to make up time from prior deferred work. He indicated the Developers should be on the hook for new development and that tap fees should be increased so they pay their share. He thanked the Board for having the meeting to further discuss the Budget and to keep the constituents/voters in mind when making these hard decisions.
Discussion on 2023 Draft Budget a. Draft Budget Original	Mr. Tyus reported on the following versions of the Budget: <ul style="list-style-type: none"> • Original draft budget - took into consideration a 1.6% increase in water rates due to Denver Water increasing their rates and a \$.65 increase in the service charge due to increased costs of supplies and labor and leaves a surplus

<p>b. Draft Budget edits</p> <p>c. Draft Budget version 2</p> <p>d. Draft Budget version 3</p>	<p>of \$325,000 to go into reserves and \$10.9 million in capital expenditures. He reported there was \$20 million in reserves that came from past development fees and current service fees.</p> <ul style="list-style-type: none"> • Draft Budget V2 – Showed capital expenditures of \$4.9 million due to eliminating \$6 million comprising of the items below. The budget contemplated \$2.5 million coming from reserves. <ul style="list-style-type: none"> ○ \$3 ½ M in infrastructure replacements due to capacity ○ \$2 M for the replacement of the approximately 70-year-old cast iron waste water and drinking lines on Union ○ Pink pump station increasing flow as that repair may be able to be passed onto the improvements for buildout on Union. ○ This changes from the original draft budget to Version 2, in taking out the \$6M in capital expenditures did not affect customer pricing • Draft Budget V3 – Showed the \$2.5 million that was indicated in Version 2 but that total being passed along to the constituents of the District instead being pulled from the reserves. <p>Director Wendell asked the staff what number would be adequate to hold in the reserve fund, and Mr. Tyus reported that \$15 million would be an adequate amount. Mr. Tyus commented that the District staff was working hard to tap in on some of the Bipartisan infrastructure money that is available that is interest free and won't need to be paid back to make some of the District's necessary repairs.</p> <p>Mr. Tyus He also reported that the reason for the Denver Water increases is that they are rebuilding their infrastructure and building a \$600 million water facility and will be investing that money over a 10-year period.</p> <p>In consideration of understating all budget line items, the Board discussed:</p> <ul style="list-style-type: none"> • How the different versions of the budget would affect the average homeowner's bill per month and year • Staff health insurance coverage and what percent to pay and if the District funds additional coverage for spouse and families • Emergency on-call daily fee
--	---

	<ul style="list-style-type: none"> • Salary increases & performance bonuses based on the Employer’s Counsel • The necessity of getting a business case for capital equipment expenditures • Making sure the money that is being allocated in the budget is thoughtfully allocated since the budget is being funded by all the constituents in the District • Cost of maintenance for vehicles • Cost of GPS truck and GPS devise • The necessity to have specific equipment on hand to be used when needed vs. relying on rentals and not being available for rental • Trucks being in the fleet for more than 7-years leading to more maintenance and less trade-in • Getting more information from staff and contractors that justify the large expenditures to allow the Board to make the best decisions on where money needs to be allocated • What constituted a budget amendment • Whether money can be moved around from line item to line item in the budget • Infrastructure replacement due to capacity • Understanding reserves and capital improvements • How to capture what can be collected in tap fees and what numbers can be used to pass on with tap fees • How the Board completes the projects necessary in 2023 and balance the budget without pulling from reserves • Making a plan to put money in reserves for what is needed if there is a catastrophic failure • Implementing a fee or rate increase to start funding the capital projects now and not kicking the inevitable down the road to future years • Effectively communicating to the constituents in regard to increases • Necessity to keep message simple, honest, consistent, and often • Pinpointing a dollar amount that needed to be raised to cover capital repairs for the upcoming year • Current owners adding structures to their property and the necessity for them adding an additional tap which involves fees and affecting additional capacity • Keeping infrastructure conversation on every agenda moving forward
--	---

	<p>Following discussion, the Board directed the staff to present a version 2.2 of the draft budget for consideration with the following changes:</p> <ul style="list-style-type: none"> • Use Version 2 of the draft budget as a start • Cut the lobbyist budget in half • Add \$1.2 million more in fees to be collected • Provide a model of how the fee will be applied • Present providing 80% coverage per employee for their individual, spouse, and family coverages • 4% per employee to use for cost of living Increase (2%) and Performance Increases (average 2%) • Change the bonuses budget to match the amount budgeted in 2021 instead of 2022 <p>The Board reported that they have a fiduciary duty to carefully and methodically look at every line item in the budget and make decisions on behalf of the District.</p> <p>They will come back to the table and review Budget 2.2 and make decisions accordingly.</p>
Other Matters:	There were no other matters to come before the Board.
Adjourn:	Director Wendell MOVED to adjourn the meeting. Director Hooks seconded, the motion PASSED by unanimous consent, and the meeting was adjourned at 10:15 p.m.

David Wiechman, Secretary

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

November 29, 2022

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Tuesday, November 29, 2022.

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

Attendance:	<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>Jeff A. Baker, President – (green shirt) Karen Morgan, Vice President Dave Wiechman, Secretary (black hat) Todd Hooks, Treasurer – via Zoom Roger Wendell, Director (mustache)</p> <p>Also present were:</p> <p>E.J. Thompson Alex Plotkin, former Board Member Imara, Resident (via teleconference) Nathan Davis John Merriott – Council member for City of Arvada Jeff Tyus – District Manager Dylan Woods</p>
Call to Order / Declaration of Quorum:	Director Baker, 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.
Directors & Disclosure Matters:	There were no disclosure matters.
Approval of/Additions to /Deletions from the Agenda	There were no additions or deletions to the agenda.
Public Comment:	Director Baker motioned to open Public Comment:

	<p>E.J. Thompson with D&E LLC, property owners at 1078 S. Alkire in Lakewood.</p> <ul style="list-style-type: none"> • building a 15-unit apartment building at this location. • Green Mountain is requesting an additional study on the existing sewer lines, costing roughly \$6000. Concerns are; being a small family-owned business with not a lot of money for this study and second concern was brought up by an engineer that suggested this study may be redundant/repetitive as there have been two models done on this sewer system in the past. • Construction is at the point that they need to install a fire hydrant very soon. West Metro will not allow them to put any combustibles on the job without it. • Asked the board to either remove the request for a study on the sewer system or at the very least allow them to pull permits to install the hydrant before continuing with the study. <p>Alex Plotkin</p> <ul style="list-style-type: none"> • Brought up issues about the website and mission statements. One of the mission statements said something to the effect of “The district will be working to develop the trust of the Board”, Mr. Plokin was caught off guard, as he thought the district speaks through the Board. <p>Imara</p> <ul style="list-style-type: none"> • Requesting the Board publish a one-page bar graph or chart on the website of comparative tap fees for all Denver Metro suburbs to ease some push back the Board has been getting regarding tap fees.
<p>Directors Matters</p> <p>a. Denver Water Presentation</p> <p>b. System Development Charges (Tap Fees) Discussion</p>	<p>Mr. Nathan Davis presented a slide show called Water Contract Research Committee Results:</p> <ul style="list-style-type: none"> • Committee was formed to review all documents/rules required for Water Board • Clarifying that contracts signed in past are still legal and valid. • Mr. Plotkin discussed some of his findings from the review and will be sending his presentation to the Board for review <p>Mr. John Merriott from the City of Arvada discussed the City of Arvada’s water portfolio and wastewater master plan. He also discussed the recent increase to their tap fees.</p>

<p>c. 1078 South Alkire</p> <p>d. Additional Executive Session Motion</p> <p>e. Responding to email that is sent to all directors</p>	<p>Mr. Thompson elaborated on the request for the survey to be done on the existing sewer line and the fees associated. Director Baker motioned for a sub-committee to be formed to determine if the survey is necessary, if the sewer water system is at capacity and the best course of action to get Mr. Thompson project moving forward. Director Morgan seconded the motion. The motion passed by unanimous consent.</p> <p>Director Morgan MOVED to add an additional executive session to address the issues surrounding 1078 South Alkire, Director Wendell seconded the motion. The motion PASSED by unanimous consent.</p> <p>Concerns about responding to group emails sent to all Directors was addressed by Director Morgan stating that so long as you don't "respond all" you will not be in violation of the Open Meetings Act.</p>
<p>Executive Session</p> <p>a. Executive Session pursuant to §24-6-402(4)(b) C.R.S. for the purpose of Discussing Issues at 1078 South Alkire</p> <p>b. Executive Session pursuant to §24-6-402(4)(b) C.R.S. for the purpose of Request from Director to give Personal Review of Jeff Tyus District Manager</p>	<p>Director Baker MOVED to enter into executive session at 8:25 p.m. for the purpose of discussing 1078 South Alkire. Director Hooks seconded and upon vote the motion PASSED unanimously.</p> <p>The executive session was concluded at 9:52 p.m.</p> <p>Director Baker MOVED to enter into executive session at 9:54 p.m. pursuant to §24-6-402(4)(b), C.R.S. for request from Director to give Personal Review of Jeff Tyus District Manager. Director Hooks seconded and upon vote the motion PASSED unanimously.</p> <p>The executive session was concluded at 10:55 p.m.</p>
<p>New Business – Notifications for Next Board Meeting</p> <p>a. Tap Fees</p> <p>b. District Manager Jeff Tyus pay increase</p>	<p>Director Baker stated the Board will be voting on increasing the Tap Fees at the next Board meeting</p> <p>Director Baker brought up the pay increase for Jeff Tyus and the Directors suggestions are as follows:</p>

	<p>Director Wendell 4.0%</p> <p>Director Hooks 4.2 %</p> <p>Director Wiechman 3.5%</p> <p>Director Morgan 2.0%</p> <p>Director Baker 2.0%</p> <p>Averaged out to 3.14%</p>
	<p>Director Baker MOVED to approve the performance increase of 3.14%. Director Hooks seconded the motion. The motion PASSED with 3 aye and 2 nays.</p>
c. New District Engineer	<p>Director Morgan requested adding a New District Engineer to the agenda for the next meeting</p>
d. Compel City of Lakewood to have closer relationship	<p>Director Wendell would like to form a closer relationship with the City of Lakewood. Director Baker suggested having a liaison go to the City of Lakewood with outstanding issues.</p>
Adjourn	<p>Director Baker MOVED to adjourn the meeting. Director Morgan seconded the motion. The motion PASSED by unanimous consent, and the meeting was adjourned at 11:19 p.m.</p>

David Wiechman, Secretary

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

December 13, 2022

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, December 13, 2022.

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>Jeff A. Baker, President Karen Morgan, Vice President Dave Wiechman, Secretary Todd Hooks, Treasurer Roger Wendell, Director</p> <p>Also present were: Jeff Tyus Dave McGraw Dave Garner Mandy Rasmussen JBA Jesse Davenport Dylan Woods John Henderson</p>
<p>Call to Order / Declaration of Quorum:</p>	<p>Director Baker, 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:</p>	<p>There were no disclosure matters.</p>
<p>Approval of/Additions to /Deletions from the Agenda</p>	<p>Director Morgan MOVED to add the following items to the Agenda.</p> <ul style="list-style-type: none"> - Financial planning committee discussion under Directors Matters

	Director Baker seconded. Upon vote, the motion PASSED unanimously.
Public Comment:	<p>Director Baker opened public comments:</p> <p>Dave McGraw Fossil Ridge Metro District</p> <ul style="list-style-type: none"> - Been informed that the agreement between Fossil Ridge and Green Mountain has been changed from a 5-year plan to a 1 year plan - Needs to know how to explain this to their community - Director Baker stated this item is on the agenda and will be discussed later in the meeting. <p>Dave Garner</p> <ul style="list-style-type: none"> - Would like an update on Exposition - Director Baker informed this is on the agenda under section 7. <p>Director Baker Closed Public Comment</p>
Approval of the Minutes	None
District Manager Full Report	Mr. Tyus introduced Mandy Rasmussen from JVA Engineering, who will be assisting with future models and design.
<ul style="list-style-type: none"> a. Recognition b. Dashboards c. Maintenance Report d. Project Management e. Operations 	
Capital and Construction Projects	<p>Construction Report</p> <ul style="list-style-type: none"> - Mr. Tyus reported that the spreadsheet will include Board approvals, design dates, quality control for ongoing projects. Mr. Tyus will be giving updates every 2 weeks. - Mr. Tyus stated they are looking into Construction management to move quicker on projects in 2023.
<ul style="list-style-type: none"> a. Construction Report 	

<p>b. Sewer Pipe Lining Bear Creek Golf Course</p> <p>c. Collection Sewer Pipe Kipling</p> <p>d. Ravines Open Space Crossings</p>	<ul style="list-style-type: none"> - Director Baker talked about the Facility Condition Assessment Report <p>Bear Creek Golf Course</p> <ul style="list-style-type: none"> - Mobilizing in January. They are about 6 weeks behind schedule due to material and labor shortages. <p>Kipling & Alameda</p> <ul style="list-style-type: none"> - Sealed bids will be looked at tonight. Goal being to establish the lowest bid that meets all criteria required: - Merrick Engineering \$442,568.00 - Brannan Sand and Gravel \$410,995.00 - American West \$554,110.00 - Bare Excavating \$440,598.65 <p>Director Baker MOVED to accept the lowest bid, Director Hooks seconded, following discussion, the motion was withdrawn.</p> <p>Director Baker Moved to set a Special meeting on Thursday December 15, 2023 at 6:00 p.m. to accept and approve a bid.</p> <p>Ravines Open Space Crossings</p> <ul style="list-style-type: none"> - Manager reports priority is to support the middle crossing with pylons to create additional stability and then barricade all three and that City of Lakewood doesn't want the NW crossing. Director Baker informed those in attendance that they aren't bridges and this is not negotiable, and that the District has utility easements to back that up. - These issues were established as an emergency 4 years ago but have been unable to get permits from City of Lakewood to start work. The Board expressed their concern about safety.
---	---

<p>Financial Matters</p> <p>a. November 2022/December 2022 Daily/Monthly Operation Expenses & Capital Expenditures</p> <p>b. November 2022 Unaudited Financial and Investment Report</p> <p>c. Audit Engagement Letter</p> <p>d. Discussion and Approval of 2023 Draft Budget Version 2.2</p> <p>e. System Development Charges (Tap Fees)</p>	<p>Director Hooks MOVED to approve the November 2022 / December 2022 Daily/Monthly Operation Expenses & Capital Expenditures as presented. Director Wiechman seconded and upon vote the motion PASSED unanimously.</p> <p>Director Hooks MOVED to approve the November 2022 Unaudited Financial & Investment Report as presented. Director Wiechman seconded and upon vote the motion PASSED unanimously.</p> <p>Director Hooks MOVED to accept the 2022 Audit Engagement letter as presented. Director Baker seconded and upon vote motion PASSED unanimously.</p> <p>Director Baker MOVED to approve the 2023 Draft Budget version 2.2. Director Hooks seconded. Following discussion and upon vote, the motion PASSED by four to one vote.</p> <p>Director Baker MOVED to set increase the Tap Fees to the current ENR rate for December 2022 to December 2023, Director Hooks seconded. Following discussion:</p> <ul style="list-style-type: none"> - Tap fees will now be reviewed quarterly - 13.1 % increase <p>Upon vote the motion PASSED unanimously.</p>
<p>Directors Matters</p> <p>a. Newsletter</p>	<p>Motion would be to communicate with the rate payers whenever possible by email and newsletter. The utilization of email when possible will save money on mailing postcards, notification of emergency main breaks etc. Director Morgan MOVED to approve sending email/newsletter whenever possible. Director Baker seconded. Following discussion and upon vote, the motion PASSED unanimously.</p>

<p>b. 1078 South Alkire</p>	<p>Developer was sent all documents within agreed time frame. Attorneys for both the Board and developer have been in contact.</p>
<p>c. Rules and Regs</p>	<p>Board wants to modify the Rules and Regulations for Environmental work pertaining to hazardous conditions for employees, stating that no employee is allowed to work in hazardous conditions. Director Hooks MOVED to accept the rule change, Director Baker seconded. Following discussion, and upon vote the motion PASSED unanimously.</p>
<p>d. City of Lakewood Liaison</p>	<p>Director Wendell updated the Board about becoming a liaison between the City of Lakewood and the Board. Director Wendell has been in contact with Travis Parker who seemed understanding and sympathetic to the Board’s concerns.</p>
<p>e. District Engineer</p>	<p>Director Morgan would like to modify their rules and regulations to remove the term “District Engineer” to simply “Engineer.” Director Baker MOVED to accept these changes as presented. Director Morgan seconded. Following discussion, and upon vote the motion PASSED unanimously.</p>
<p>f. Lean Kaizen 2023 Special Meeting</p>	<p>The Board agreed to hold the Special Meeting on January 31, 2023 to ensure that all Board members will be available.</p>
<p>g. District Manager 360 review</p>	<p>Director Morgan MOVED to create a Financial Planning Subcommittee to create a financial plan for their aging infrastructure costs and identify funds to support improvements. Director Baker seconded the motion. Following discussion:</p> <ul style="list-style-type: none"> - Directors Wiechman and Hooks will be working with Mr. Tyus on projections/scenarios for rate structure/infrastructure fee/etc. - Authorizing people from the public to be on subcommittee <p>Upon vote, motion PASSED unanimously.</p>

<p>Legal Matters</p> <p>a. IGA Fossil Ridge</p> <p>b. 1078 South Alkire New Development</p>	<p>Dylan updated the Board stating they are essentially in the same position they were in when they started the negotiations. The IGA is expiring in January of 2023 as drafted. However, there are renewable periods of 5 years permitted. He addressed the two categories of negotiations:</p> <ul style="list-style-type: none"> - Service – 15-year renewal period - Reservation Capacity – 2-year reservation and capacity period - <p>The Board instructed Dylan to revise to a 1-year Service Renewal and a hard stop on Reservation Capacity in January 2023 for any projects outside of what is already in progress. Director Baker is comfortable servicing the existing customers and will allow 5-year service agreements. Director Baker wants to agree on a definition of work “In Progress” to cap off the Reserve Capacity for work being done outside of that scope.</p> <p>Director Baker MOVED for a 5 extension of the IGA with Fossil Ridge, and added that his motion was subject to no additional reserve capacity except for currently permitted construction as of 1.15.2023. Director Wiechman seconded, following discussion and upon vote the motion PASSED unanimously.</p> <p>There were no new updates that weren’t already stated earlier under Development Matters. There is no need for an Executive session at this time.</p>
<p>New Business – Notifications for Next Board Meeting</p> <p>a. Exposition Bid Down Selection</p> <p>b. Kaizen Committee Meeting</p>	<p>Meeting will be held on Thursday December 15, 2022 at 6:00 p.m.</p> <p>Meeting will be held on January 31, 2023 at 6:00 p.m.</p>

Adjourn	Director Baker MOVED to adjourn the meeting. Director Hooks seconded the motion. The motion PASSED by unanimous consent, and the meeting was adjourned at 8:49 p.m.
---------	---

David Wiechman, Secretary

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

December 15, 2022

A Special Meeting of the Board of Directors (the “Board”) of the Green Mountain Water and Sanitation District, (the “District”) was held at 6:00 p.m. on Thursday, December 15, 2022.

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

Attendance:	<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>Jeff A. Baker, President Karen Morgan, Vice President Dave Wiechman, Secretary via Zoom Todd Hooks, Treasurer Roger Wendell, Director via Zoom</p> <p>Also present were:</p> <p>Dylan Woods via Zoom Chris Hays via Zoom Dave Garner Rick Donovan via Zoom</p>
Call to Order / Declaration of Quorum:	<p>Director Baker, noting the presence of a quorum of all Directors, called to order the Special Meeting of the Board of the Green Mountain Water and Sanitation District at 6:00 p.m.</p>
Directors & Disclosure Matters:	<p>There were no disclosure matters.</p>
Approval of/Additions to /Deletions from the Agenda	<p>Director Baker MOVED to add a legal update on the Exposition/Kipling sewer to Item #5, Director Hooks seconded. Following discussion and upon vote the Board PASSED unanimously.</p>
Public Comment:	<p>Director Baker opened Public Comment:</p> <ul style="list-style-type: none"> • No public comment
Exposition/Kipling update	<p>Mr. Woods stated he heard back from the developer regarding the cost-sharing agreement. The developer agreed</p>

	<p>to pay 50% of the costs as well as the legal, administrative and engineering costs associated with the project up to a maximum of \$250,000. Mr. Woods suggested to the developer that the Board discuss this tonight at the meeting. Director Baker agrees that they should come in under the \$250,000.00 ceiling given by the developer.</p> <p>Director Baker MOVED to accept this agreement, following discussion and upon vote the motion PASSED 4 to 1.</p>
<p>Directors Matters</p> <p>a. Discussion of Kipling Sewer Line</p>	<p>All Directors have reviewed the bids. Director Baker MOVED to accept the lowest bid by Brandon Construction for the Kipling/Exposition sewer, Director Hooks seconded. Following discussion, Director Morgan wondered if a 10-day start date was possible during holidays and Mr. Donovan said it was. Upon vote the motion PASSED unanimously.</p>
<p>Adjourn</p>	<p>Director Baker MOVED to adjourn the meeting. Director Morgan seconded the motion. The motion PASSED by unanimous consent, and the meeting was adjourned at 6:20 p.m.</p>

David Wiechman, Secretary

FEBRUARY 14, 2023
REGULAR BOARD MEETING

DISTRICT MANAGER REPORT



Green
Mountain
Water &
Sanitation
District



OUTLINE

- RECOGNITION
- DASHBOARDS
- MAINTENANCE REPORT
- PROJECT MANAGEMENT
- OPERATIONS

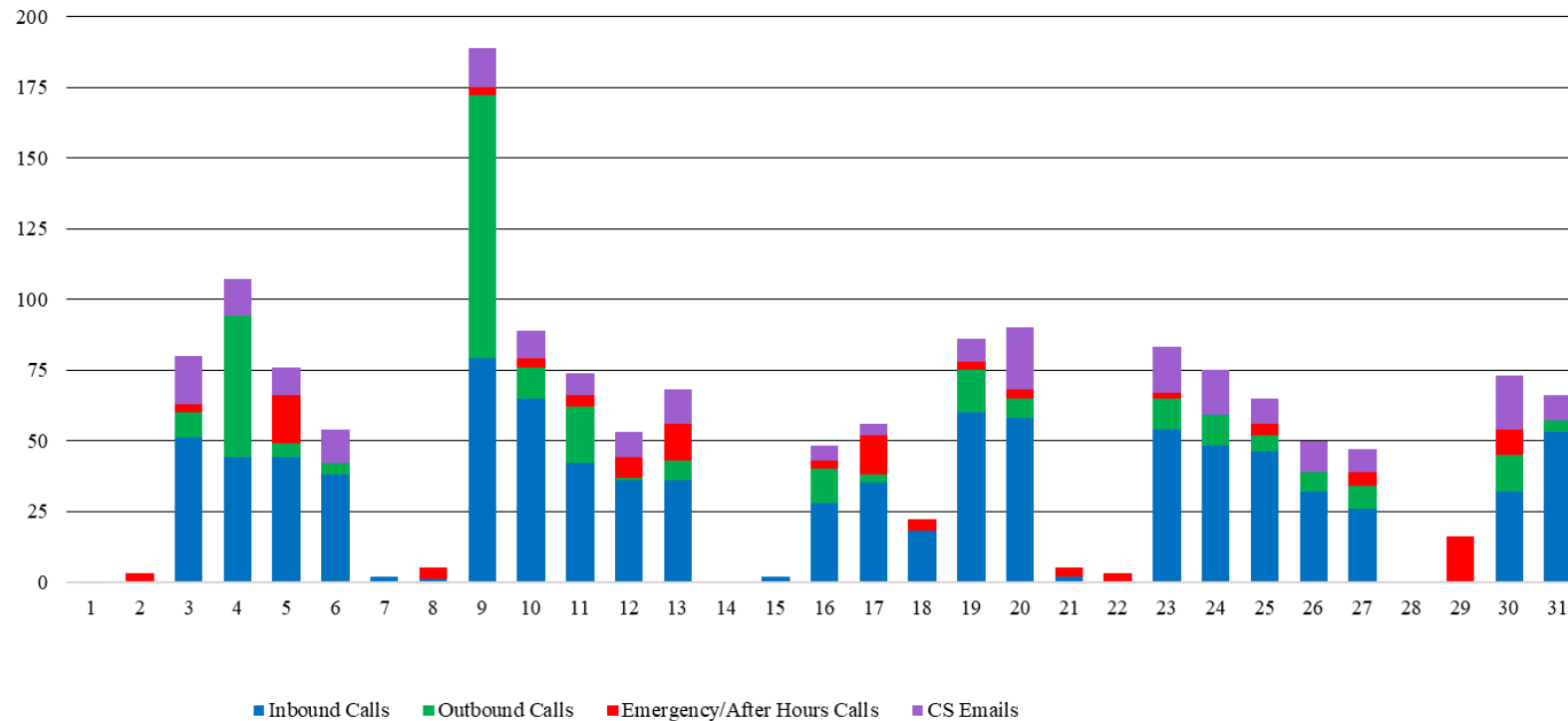


RECOGNITION
AUSTYN
PANTANO
FIELD
SUPERVISOR

- Over 15 years of experience with GMWSD.
- Over 16 years of experience in water and wastewater.
- At GMWSD responded to over 200 water main breaks.
- Trained 20 employees on water and wastewater systems.
- Perfect safety record.
- Face to face great service to over 500 GMWSD customers.
- Supervised over \$30 million in capital projects
- Emphasized teamwork, asset care, compliance, cost savings and cost avoidance.

CUSTOMER SERVICE

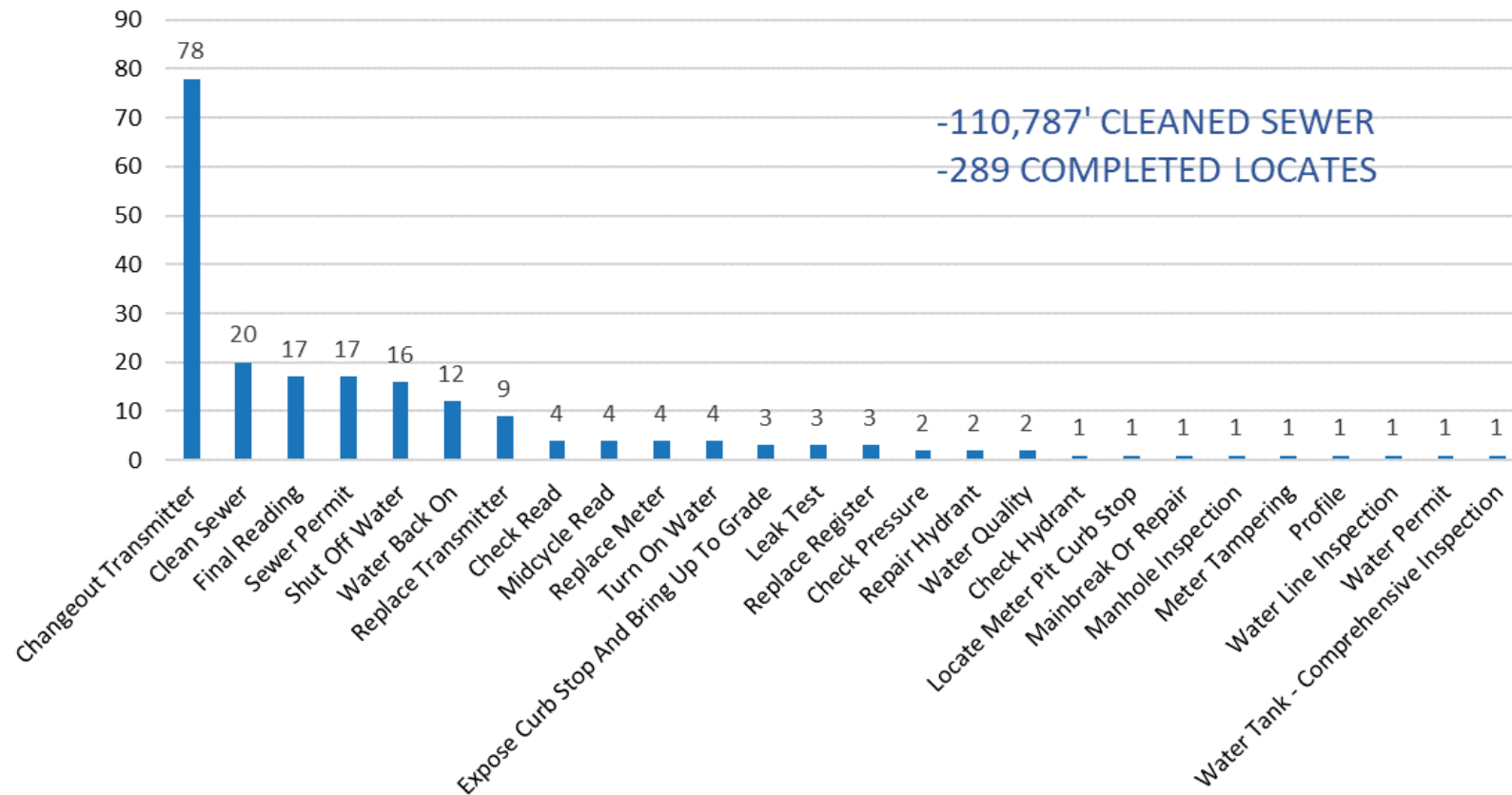
Customer Service January 2023



Total Inbound Calls - 932
Total Outbound Calls - 297
Average Inbound Call Time - 3:18
Total Emergency/After Hours Calls - 126
Total Customer Service Emails - 232

ASSET CARE

Year to Date 2023



MAINTENANCE REPORT

- 499 tasks completed this month.
- Setup to start cleaning Solterra sewer.
- 1 Water main break to report ground shifting no pressure issues.
 - 1960 S Youngfield St, Beam break, out of service 2hrs

PROJECT MANAGEMENT

- Started the process of sizing and pricing a large diesel generator that will back up the Pink Zone pump station that supplies water to St Anthony Hospital, Hotels and other commercial building along Union BLVD.
- New battery bank systems on order to maintain telemetry for water storage, pumping, and alarms. We have 4 pump stations and 3 tank sites these will be installed at. Tank site installation will be weather permitting.

OPERATIONS

- Drinking water distribution system running smoothly and is in full compliance. Tank cleaning processes are being conducted.
- Wastewater Collection system running smoothly and is in full compliance. New and improved closed circuit television is in process of review for sewer line inspections.

CONSTRUCTION PROJECTS OVERVIEW

- Sewer pipe lining Bear Creek golf course is in process and scheduled to be complete by the end of March. Quality control is video inspections.
- Kipling and Alameda sewer line first step is for Xcel energy to relocate a gas line at the beginning of March and then construction will begin.
- Ravines Barricades is in process of fabrication and is scheduled for install at the end of February. Design of Cantilever on center structure is more economical and easier for logistics than pilons. There is no plans for erosion control due to City of Lakewood responsibility for erosion control.
- Replacement of sewer line on Kentucky Ave has completed model review for moving from 12-inch over capacity pipe to a 15-inch diameter pipe taking the d/D down to 0.65.

GMWSD CONSTRUCTION AND PROJECT MANAGEMENT REPORT

PROJECT DESCRIPTION	BOARD APPROVAL DATE OF CAPITAL FUNDING	AMOUNT APPROVED FOR CAPITAL FUNDING	APPROVED DESIGN ENGINEERING FIRM	DATE OF MEETING WITH DESIGN ENGINEERING FIRM	DATE OF ENGINEERING DRAWINGS COMPLETED	BOARD APPROVAL OF DRAWINGS	DATE OF CONSTRUCTION BID POSTING	APPROVED CONSTRUCTION FIRM	DATE OF MEETING WITH CONSTRUCTION FIRM AND ENGINEERING FIRM	QC/QA CHECK LIST STARTED	LIST AND DATE MILESTONES	REPORT DEVIATIONS	PROJECT COMPLETION
Ravines open space crossing need barricades to block pedestrians and pilons to reinforce structure that hold water and sewer pipes due to erosion	December 13, 2022 In Discussion from 2020	Estimated \$575,000	Merrick	review barricades on 1-3-2023	Design ideas for barricades sent to Board on 1-4-2023 Contracted Fab shop and meeting onsite for Barricades 2-14-2023	Three Barricades drawings are under review	Not started	Not started	Not started	Not Started	Permitting with the City of Lakewood IP December 7, 2022 meeting with the city of Lakewood on 1-19-2023 issue with height of Barricade at 8 feet city of Lakewood requires building permit	Focus on Barricades and than pilons IP on discussion with the 1-12-2023 city of Lakewood for leaving North structure open Possible to look at Cantilever due to access and contractor	
Bear Creek Sewer Line CIPP, critical sewer pipe that runs through Bear Creek golf course need lining to extend life.	Approved Capital plan for 2022 in December 2021 board meeting	\$1,239,545 updated in April of 2022 share cost contract signed by American Homes	Merrick	Jan-22	Apr-22	Apr-22	Jun-22	American West	Jul-22	Taking video of lining	Golf Course approved Bear Creek SD Approved Metro Approved Man Holes GPS bypass pumping approved	Supply of lining delayed AW onsite 1-15-2023 On 2-6-2-23 AW is onsite installing lining	Scheduled to be complete March 15, 2023 Date moved due to snow 3-25-2023
Increase capacity of sewer line on Kipling and Alameda due to new development on 10700 West Expo	New for 2022 due to new development, part of the Master Plan and CDM Smith capacity issues	Estimated \$325,000	Merrick	May-22	Sep-22	Sep-22	Nov-22	IP 12-13-2022 Brannan	Intro Meeting on 12-19-2023 IP setting up pre-con	List IP	IP moving gas line with Xcel energy, check to Xcel approved by board 1-10-2023 IP signing contract with Brannan	Xcel will move gas line starting 3-19-2023	
Replacement of sewer line on Kentucky Ave due to capacity, report from 2020 Merrick Eng Master plan and CDM Smith Eng review	12-13-2022 board meeting for capital	Estimated \$890,000	JVA	12/19/2022 next 1-17-2023 next is 1-19-2023 discuss scope and proposal 2-7-2023 JVA confirm that upsizing from 12" to 15" will improve d/D to 0.65	IP							New development at 1078 S Alkire will flow into the Kentucky Line asking to pay for percent of replacement of pipe	
Tamarisk Lift station needs redundant system in case of emergency example power outage, flooding. The system can be over flow pond or parallel lines that discharge must approved by CDPHE	12-13-2022 board meeting for capital	Estimated \$700,000	JVA	12/19/2022 next 1-17-2023	Review alternatives Merrick drawings sent to JVA 1-17-2023 JVA review CDPHE design criteria								
New Generator Pink Zone tank	12-13-2023 board meeing for capital	Estimated \$300,000	Browns Hill Eng	2/3/2023	IP								

Memorandum

TO: BOARD OF DIRECTORS
FROM: DOUG PAVLICH, FINANCIAL SPECIALIST
SUBJECT: FINANCIAL MATTERS
DATE: February 14, 2023

a) January 2023 Expenditures

- a. January/February 2023 monthly & daily operating expenses in the amount of \$712,590.34 a list of which is attached.
- b. January/February 2023 Capital Expenditures in the amount of \$290,557.26 a list of which is attached.

b) January 2023 Unaudited Interim Financial Reports

- a. Investment Reports
- b. Financial Reports

1st Bank Monthly Activity
January/February 2023

Account	CK#/Type	Date	Vendor/Recipient	Description	Amount	Total
2017 Cellular Endpoints	17108*	02/14/23	Badger Meter Inc	LTE-CS Endpoint x300/SE Endpoint x97/HRE-LCD Registers x97/10 Year Cell Service x97	76,687.56	76,687.56
2020 Sewer System Improvements	17116*	02/14/23	Merrick & Company	Ravine Crossing - Drainage & Barrier Details	5,092.50	5,092.50
2021 Sewer System Improvements	17107	02/14/23	American West Construction, LLC	Pay Application #2	121,729.20	121,729.20
2022 Sewer System Improvements	17116*	02/14/23	Merrick & Company	Kipling Sewer Relocation	2,485.00	2,485.00
A/R	1137	01/16/23	Pete Mielke	Credit Final Refund	61.33	
	1138	01/17/23	Mark Winnen	2008 Vendor Meter Installation Error - Refund of Overbilling	5,293.42	
	1139	01/30/23	Lakewood Hills Condo Association	Credit Balance Refund	42.97	
	1140	01/30/23	Lakewood Hills Condo Association	Credit Balance Refund	110.19	
	1141	01/30/23	Lakewood Hills Condo Association	Credit Balance Refund	569.66	6,077.57
AP - VISA	EFT	01/24/23	VISA	Auto Expense \$1,628.65, Office Expense \$3,465.79, Office & Grounds \$572.16, Repairs & Maintenance \$289.98	5,956.58	5,956.58
Auto Expense	1147	02/10/23	Safelite Fulfillment Inc	Windshield - Unit 27	427.01	
	17109	02/14/23	City of Lakewood	Fuel for December	2,750.70	3,177.71
Capital Vehicles	17118	02/14/23	Phil Long Ford	2022 F-350 & 2023 F-150	84,563.00	84,563.00
Contract Labor	EFT	02/01/23	Browns Hill Engineering & Controls	vSaaS - February	1,464.00	
	17120	02/14/23	IT Consultant	ArcGIS Online & Enterprise Design Review/Retainer/vCISO & Vendor Management	3,811.50	
	EFT	03/01/23	Browns Hill Engineering & Controls	vSaaS - March	1,464.00	6,739.50
Cost of Water Sold	EFT	02/28/23	Denver Water Dept.	January 2023 Cost of Water	331,657.79	331,657.79
Employee - Salaries, Taxes, Benefits	EFT	01/11/23	PERA	401A Contributions; \$5,338.81 Employee Paid, \$8,755.57 GMWSD Paid, Life Insurance \$15.50	14,109.88	
	EFT	01/11/23	Paychex	Employee SS & Medicare \$4,537.98 Employer SS & Medicare \$4,537.98, Employee Fed Income Tax \$4,555.02, Employee State Income Tax \$2,172.00, Employer State Unemployment \$652.54, Garnishment \$233.53, Net Pay \$41,869.53, Paychex Processing Fee \$1,295.68	59,854.26	
	EFT	01/23/23	Paychex	1/11 Payroll Adjustment Credit	(533.98)	
	EFT	01/25/23	PERA	401A Contributions; \$5,356.17 Employee Paid, \$8,784.07 GMWSD Paid, Life Insurance \$15.50	14,155.74	
	EFT	01/25/23	Paychex	Employee SS & Medicare \$4,552.77 Employer SS & Medicare \$4,552.76, Employee Fed Income Tax \$4,860.25, Employee State Income Tax \$2,181.00, Employer State Unemployment \$121.28, Garnishment \$233.53, Net Pay \$41,694.06, Paychex Processing Fee \$1,270.68	59,466.33	
	EFT	02/01/23	Humana	Dental Insurance	2,348.87	
	EFT	02/01/23	CEBT	Medical/Life/LTD/Vision/Voluntary Life Insurance- Employer Paid \$26,332.92, Employee Paid \$7,061.18	33,394.10	
	EFT	02/08/23	Paychex	SUTA Tax Collection	663.81	
	EFT	02/08/23	PERA	401A Contributions; \$5,592.41 Employee Paid, \$9,171.58 GMWSD Paid, Life Insurance \$15.50	14,779.49	
	EFT	02/08/23	Paychex	Employee SS & Medicare \$4,753.52 Employer SS & Medicare \$4,753.57, Employee Fed Income Tax \$4,924.54, Employee State Income Tax \$2,294.00, Employer State Unemployment \$125.17, Garnishment \$210.91, Net Pay \$43,821.24, Paychex Processing Fee \$1,248.35	62,131.13	260,369.63

Engineering	17114	02/14/23	HDR Engineering	System Development Fee Analysis 10/03-12/31/Infrastructure Finance Strategy Assistance - January	9,421.38	
	17116*	02/14/23	Merrick & Company	General Engineering/Development Reviews 10700 W Exposition & Carma	4,208.75	13,630.13
Legal	17110	02/14/23	Coaty Marchant Woods, P.C.	Legal Fees - January	21,613.75	21,613.75
Office & Grounds	EFT	02/01/23	Clean Freaks	Monthly Office Cleaning	520.00	520.00
Office Expense	1136	01/10/23	Xerox Financial Services	Equipment Protection/Lease 12/06-1/05	483.23	
	1146	02/10/23	Ram Computer Supply	Microsoft Office 365 E3 x36	810.00	
	1148	02/10/23	SCL Health System	DOT Exam x2	200.00	
	1151	02/10/23	Xerox Financial Services	Equipment Protection/Lease 1/06-2/05	483.23	
	EFT	01/20/23	Rocky Mountain Reserve	FSA/DCA/HRA Admin	225.60	
	EFT	01/20/23	Paychex	Timekeeping	160.65	
	EFT	01/23/23	Sound Telecom	Answering Service - January	378.71	
	17108*	02/14/23	Badger Meter Inc	Annual Maintenance/Cloud Backup x97 SE Endpoints/Beacon Mobile Hosting - January	1,853.38	
	17111	02/14/23	Continental Utility Solutions	Credit Card Processing Fees 11/29-12/21	7,244.90	
	17112	02/14/23	IT Consultant	EncompassIT Server/Desktop/Infrastructure/Firewall/Cloud Backup/Third Wall/Sentinal One	3,901.00	
	17113	02/14/23	Faris Machinery Company	Warthog Rebuild Kit x2	1,093.93	
	17115	02/14/23	Infosend	Residential/Second Notice/Commercial Bill Printing and Mailing - August (Invoice Received Late) & December	6,559.08	
	17117	02/14/23	Micro Center A/R	Dell 3000SFF Computer/Computer Build x2 Parts/Video Card x2	2,682.91	
	17119	02/14/23	Revize LLC	Annual Website Hosting - 2023	1,975.00	
	17121	02/14/23	Safe Systems	Quarterly Security Monitoring x4 Sites	1,253.46	29,305.08
Payroll Liabilities	EFT	01/10/23	Rocky Mountain Reserve	FSA/DCA Claims 1/1-1/07	58.71	
	EFT	01/11/23	PERA	Employee Paid Contributions to 401K Retirement Accounts 01/11 PR	222.55	
	EFT	01/11/23	PERA	Employee Paid Contributions to 457 Retirement Accounts 01/11 PR	125.88	
	EFT	01/25/23	PERA	Employee Paid Contributions to 401K Retirement Accounts 01/25 PR	252.30	
	EFT	01/25/23	PERA	Employee Paid Contributions to 457 Retirement Accounts 01/25 PR	118.35	
	EFT	01/31/23	Rocky Mountain Reserve	FSA/DCA Claims 1/22-1/28	999.92	
	EFT	02/01/23	Aflac	Supplemental Insurance	256.82	
	EFT	02/07/23	Rocky Mountain Reserve	FSA/DCA Claims 1/29-2/04	83.64	
	EFT	02/08/23	PERA	Employee Paid Contributions to 401K Retirement Accounts 02/08 PR	216.68	
	EFT	02/08/23	PERA	Employee Paid Contributions to 457 Retirement Accounts 02/08 PR	120.01	2,454.86
Repair Department	1142	02/10/23	Ace Hardware	Car Soap x2/Check Valve/Compression Coupling/PVC Coupling/Sch40 PVC Pipe - Tanks/Snow Blower Shear Pins/Utility Tote x3/15/16" Socket x2/Multi Purpose Cleaner/Cleaning Cloth x24	177.22	
	1143	02/10/23	General Air	Welding Tank Rental	87.30	

	1144	02/10/23	Intermountain Safety Shoes	Safety Boots x7	991.98	
	1145	02/10/23	Pioneer Sand Co Inc	Road Base Refill x 52.63 TN	931.55	
	1150	02/10/23	Western Trading	Safety Boots x1	150.00	
	EFT	01/30/23	Core & Main	6"x25" Repair Clamp x3/3/4" Plug x3/10" Mud Valve - Tank/10" Flap Gate & Flange - Tank	4,139.24	
	17122	02/14/23	Water Technology Group	Pump Alignment/Check for Vibration and Cavitation Green PS	2,192.50	8,669.79
UNCC Locates	1149	02/10/23	Utility Notification Center of Colorado	UNCC Locates - January	375.39	375.39
Utilities	EFT	01/10/23	Xcel Energy	Gas & Electric Oct/Nov - Nov/Dec	6,024.57	
	EFT	02/06/23	Xcel Energy	Gas & Electric Nov/Dec - Dec/Jan	6,234.38	
	EFT	02/13/23	T-Mobile	Cell Phone/Tablet/GPS Traking 12/21 - 1/20	1,586.90	
	EFT	02/16/23	Comcast	P2 Interent Services	116.85	
	EFT	02/20/23	SunShare	Solar Garden Allocation - December	4,437.33	
	EFT	02/21/23	Greenbacker	Solar Garden Allocation (DIA) - December	2,100.87	
	EFT	01/21/23	Greenbacker	Solar Garden Allocation (Linnebur) - December	1,541.66	22,042.56
				Subtotal of All Expenditures	1,003,147.60	1,003,147.60
				Subtotal of All Expenditures	290,557.26	290,557.26
				Total Monthly Operating Expenses	\$712,590.34	\$712,590.34

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

1st Bank VISA
December 2022/January 2023

Date	Name	Memo	Amount
AUTO EXPENSE			
Unit 11-Skidsteer			
01/04/2023	Bobcat of the Rockies	Tire Chain Set - Unit 11	1,487.36
Unit 27-2015 Ford F350			
01/09/2023	Advance Auto Parts	Headlight Replacement Bulb - Unit 27	15.04
Unit 35- 2016 F150			
12/28/2022	Advance Auto Parts	Lug Nuts - Unit 35	39.96
Tools/Misc Expense			
01/04/2023	Advance Auto Parts	Tarp Strap	11.95
01/17/2023	Advance Auto Parts	Washer Fluid x18	74.34
			<i>Auto Expense Total</i>
OFFICE EXPENSE			
Computer/Printer Repairs-Parts			
01/11/2023	Amazon.Com	Meeting Owl 3 360 Degree Video Conference Camera/Keyboard	1,106.99
01/13/2023	Amazon.Com	Dual Monitor Stand	32.99
Maintenance Agreements			
12/12/2022	X West Inc	Printing Charges - November	37.32
12/24/2022	JAMF Software, LLC	Mobile Device Management 12/25-1/24	82.00
12/31/2022	X West Inc	Printing Charges - December	38.76
Miscellaneous Expenses			
01/05/2023	King Soopers	Sympathy Cards x3/Sympathy Flowers	40.36
01/16/2023	Amazon.Com	15 Years of Service Gift x2	259.98
Utilities - Office			
01/03/2023	Comcast	Office Internet Services - January	680.05
01/11/2023	Ring Central Inc	VoIP Phone Minutes	316.52
Phone Accessories/Supplies			
01/20/2023	Amazon.Com	Glass Screen Protector x6	47.64
Software			
12/26/2022	My Postage Rate Saver	Monthly CASS Updates	52.23
12/31/2022	SendGrid	Email Gateway - December	101.95
01/10/2023	1password.com	Company Password Vault	72.02
01/13/2023	Zoom Video Communications Inc.	Video Cloud Recording 1/13-2/12	40.00
01/18/2023	Pro-Ware	Asset Keeper Software	429.00

\$1,628.65

Supplies					
	12/20/2022	Office Depot	1099-NEC Forms/Printer Cartridge/Gel Pens/White Out/Cleaning Duster x12	127.98	
					<i>Office Expense Total</i>
					<i>\$3,465.79</i>
OFFICE & GROUNDS					
	01/05/2023	Waste Management	Office Trash & Recycling - January	432.90	
	01/05/2023	Waste Management	P2 Trash Services - January	139.26	
					<i>Office & Grounds Total</i>
					<i>\$572.16</i>
Repair Department					
Miscellaneous Tools/Supplies					
	01/03/2023	Roadsafe Traffic Systems, Inc	Phone Number Stickers x6	30.00	
Repair Crew Clothing/Equip					
	01/11/2023	Dicks Sporting Goods	Water Waders - Tank Cleaning	259.98	
					<i>Repair Department Total</i>
					<i>\$289.98</i>
Monthly Credit Card Total				\$5,956.58	<i>\$5,956.58</i>

Capital Expenditures vs Capital Revenue
2023 Timeline

Capital Expenditures	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2023 YTD Actual	Total 2023 Projected	Total 2023 Budgeted
	0	13,888	199,428	391,127	543,834	850,551	1,032,352	894,134	1,013,002	1,365,065	1,702,651	1,952,762			
2017 Cellular Endpoints	46,500	50,000				300,000				255,000		3,500	46,500	655,000	655,000
2020 Sewer Improvements			60,000	65,000			100,000	200,000	150,000				0	575,000	575,000
2021 Sewer Improvements	128,136	250,000	200,000	100,000	100,000	61,864							128,136	840,000	840,000
2022 Tamaraisk LS Improvement							100,000	200,000	300,000	100,000			0	700,000	700,000
2022 Sewer System - Kipling			75,000	100,000	100,000	50,000							0	325,000	325,000
2023 Water System Improvements			60,000	20,000	10,000	10,000			80,000		300,000		0	480,000	480,000
2023 Sewer System Improvements								100,000	200,000	300,000	200,000	90,000	0	890,000	890,000
2024 Design								5,000	15,000	15,000	20,000		0	75,000	75,000
2023 Capital Contingency												454,000	0	454,000	454,000
Vehicles		121,270			265,000								0	386,270	386,270
Field Equipment						9,000				45,000			0	54,000	54,000
Office and Grounds				40,000	40,000	27,000							0	107,000	107,000
Office Equipment				35,000								10,000	0	45,000	45,000
Total Expense	174,636	421,270	395,000	360,000	515,000	457,864	200,000	505,000	745,000	715,000	520,000	577,500	174,636	5,586,270	5,586,270

Capital Revenues	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total 2023 YTD Actual	Total 2023 Projected	Total 2023 Budgeted
Cap Reserve	106,917	152,191	143,368	147,360	148,351	216,131	278,285	326,199	333,005	317,482	214,125	174,561	106,917	2,557,974	2,588,742
Interest Income	81,407	51,393	51,393	51,393	51,393	51,393	51,393	51,393	51,393	51,393	51,393	51,393	81,407	646,732	616,718
Sewer System Development Fees		4,170	8,340	8,340	8,340	8,340	8,340	8,340	8,340	8,340	4,170	4,170	0	79,225	83,395
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	188,524	207,954	203,301	207,293	208,283	276,063	338,217	386,132	392,937	377,415	269,888	230,324	188,524	3,286,331	3,291,255

Income (Loss) Non-Operating	13,888	199,428	391,127	543,834	850,551	1,032,352	894,134	1,013,002	1,365,065	1,702,651	1,952,762	2,299,939
------------------------------------	---------------	----------------	----------------	----------------	----------------	------------------	----------------	------------------	------------------	------------------	------------------	------------------

**Green Mountain Water and Sanitation District
Capital Expenditures
As of January 31, 2023**

Accrual Basis

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
Bill	01/23/2023	Badger Meter Inc	LTE-CS Endpoint x300	8100 - 2017 Cellular Endpoints	46,500.00	
Bill	01/31/2023	American West Construction...	Pay Application #2 Retainage	8104 - 2021 Sewer System Improve...	6,406.80	
Bill	01/31/2023	American West Construction...	Pay Application #2	8104 - 2021 Sewer System Improve...	121,729.20	
TOTAL					<u>174,636.00</u>	<u>0.00</u>

Green Mountain Water & Sanitation District-Investment Report

Cash Account Balances as of January 31, 2023

Cash Accounts

Bank Description	Accounts Payable	Current Balance	Interest Rate
Petty Cash		\$1,189.85	
1ST Bank - Daily Operating Account 2		(\$3,680.31)	
1ST Bank - Monthly Operating Account		\$30,593.99	
1ST Bank - Money Market		\$32,000.00	
1ST Bank - Liquid Asset/Operating Funds	\$712,590.34	\$5,058,837.02	2.00%
1ST Bank - Liquid Asset/Capital Funds	\$290,557.26		
Csafe CASH (<i>Variable Daily Rate</i>)		\$876,560.69	4.695%
Csafe CORE (<i>Variable Daily Rate</i>)		\$13,922,917.44	4.797%
ColoTrust Plus (<i>Variable Daily Rate</i>)		\$3,915,223.48	4.749%
<i>Total Cash</i>		<i>\$23,833,642.16</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>\$23,833,642.16</u></u>	

Investment Report As of 1/31/2023

PRIORITY = SAFETY, LIQUIDITY, DIVERSITY, AND YIELD

Term	Definition	Instruments and Guidelines	Account Name	Maturity Dates	1/31/23 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		1,189.85 5,117,750.70 876,560.69 3,915,223.48	9,910,724.72	41.58%	47.99%
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		13,922,917.44	13,922,917.44	58.42%	67.42%
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 laddered fashion such that 25% of the fund balance that is in excess of 50% of the current year's budget is available within each one of years 2-5, and within each year, funds are laddered quarterly.</i></p>	<p><i>Above, plus: approved long-term instruments.</i></p> <p><i>1 YEAR < Availability ≤ 5 YEARS</i></p>				0.00	0.00%	0.00%
						\$23,833,642.16		

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

Green Mountain Water and Sanitation District
Balance Sheet
As of January 31, 2023

Accrual Basis

	Jan 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1001-01 · 1st Bank-Daily Operating 2	-3,680.31
1012 · CSAFE CORE	13,922,917.44
1011 · CSAFE Cash	876,560.69
1000 · Imprest Cash Account	1,189.85
1002 · 1st Bank-Operating	30,593.99
1003 · 1st Bank-Money Market	32,000.00
1004 · 1st Bank-Sweep Account	5,058,837.02
1113 · Colotrust Plus-Capital Reserve	3,915,223.48
Total Checking/Savings	23,833,642.16
Accounts Receivable	
1200 · A/R-Water	597,570.77
1210 · A/R-Sewer	307,183.50
Total Accounts Receivable	904,754.27
Other Current Assets	
1450 · Reimbursable	9,208.73
Total Other Current Assets	9,208.73
Total Current Assets	24,747,605.16
Fixed Assets	
1455 · HRA Deposit	85,773.46
1500 · Acc Dep-Office & Grounds	-843,666.34
1510 · Acc Dep-Office Equipment	-497,511.23
1520 · Acc Dep-Repairs & mtn	-648,979.21
1530 · Acc Dep-Sewer System	-7,994,660.51
1540 · Acc Dep-Vehicles	-1,004,253.41
1550 · Acc Dep-Water System	-17,854,357.73
1600 · Land	271,261.04
1610 · Office & Grounds-Capital	1,473,873.55
1620 · Office Equipment Capital	572,978.11
1630 · Repairs & Mtn Capital	756,822.72
1640 · Sewer Lines & Mechanical	15,442,679.33
1650 · Vehicles Capital	1,372,282.58
1660 · Water Lines & Mechanical	38,290,456.64
Total Fixed Assets	29,422,699.00
Other Assets	
1900 · Def Outflows if Res. - OPEB	40,740.00
1901 · Def Outflows of Res. - Pension	518,916.00
1700 · Construction in Progress	2,389,681.34
1720 · Prepaid Expense	129,878.89
Total Other Assets	3,079,216.23
TOTAL ASSETS	57,249,520.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2501 · 2021 SewerImprovement-Retainage	12,060.23
2000 · Accounts Payable	1,262,395.78
Total Accounts Payable	1,274,456.01
Credit Cards	
2001 · 1st Bank VISA	2,181.18
Total Credit Cards	2,181.18

Green Mountain Water and Sanitation District
Balance Sheet
As of January 31, 2023

Accrual Basis

	Jan 31, 23
Other Current Liabilities	
2600 · Def Inflows of Res. - OPEB	63,161.00
2602 · Def Inflows of Res. - Pension	1,145,157.00
2604 · Net OPEB Liability	145,571.00
2606 · Net Pension Liability	1,046,467.00
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	32,320.61
2101 · Accrued Vacation Payable	63,698.70
2102 · Deposits Payable	11,000.00
2200 · Payroll Liabilities	1,146.59
	2,495,135.14
Total Other Current Liabilities	2,495,135.14
Total Current Liabilities	3,771,772.33
Total Liabilities	3,771,772.33
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	28,865,542.27
Net Income	-431,734.89
	53,477,748.06
Total Equity	53,477,748.06
TOTAL LIABILITIES & EQUITY	57,249,520.39

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

Accrual Basis

January 31, 2023

Revenues	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Revenue	881,955.94	841,896.97	-40,058.97
Non-Operating Revenue	137,684.92	106,916.90	-30,768.02
Total Income	1,019,640.86	948,813.87	-70,826.99

Explanation of Variance

***1 - For Jan 2023, the District used 5,706,000 more gallons (9.12% more) compared to Jan 2022. Water use is 9.60% less than budgeted for 2023. Water used in January is not billed to customers until February and March.

***2 - The federal reserve voted in January to increase rates another 0.25% bringing the range to 4.5-4.75%.

Expenses	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Operating Expense	1,379,527.71	1,287,519.58	-92,008.13
Non-Operating Expense	300,000.00	174,636.00	-125,364.00
Total Expense	1,679,527.71	1,462,155.58	-217,372.13

Explanation of Variance

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

***4 -Contracted Repairs- Quiet beginning of the year for needing Main Break patches which is the largest contributor to contracted repairs.

***5 - Below budget as meter stock has not needed to be replenished. Had a damaged endpoint that was added to customers billing resulting in a credit to cost of meters sold.

Income/Loss	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Act vs Budget</u>
Income/Loss Operating	-497,571.77	-445,622.61	51,949.16
Income/Loss Non-Operating	-162,315.08	-67,719.10	94,595.98
Net Income	-659,886.85	-513,341.71	146,545.14

Green Mountain Water and Sanitation District
Profit & Loss vs. Actual
January 31, 2023

Accrual Basis

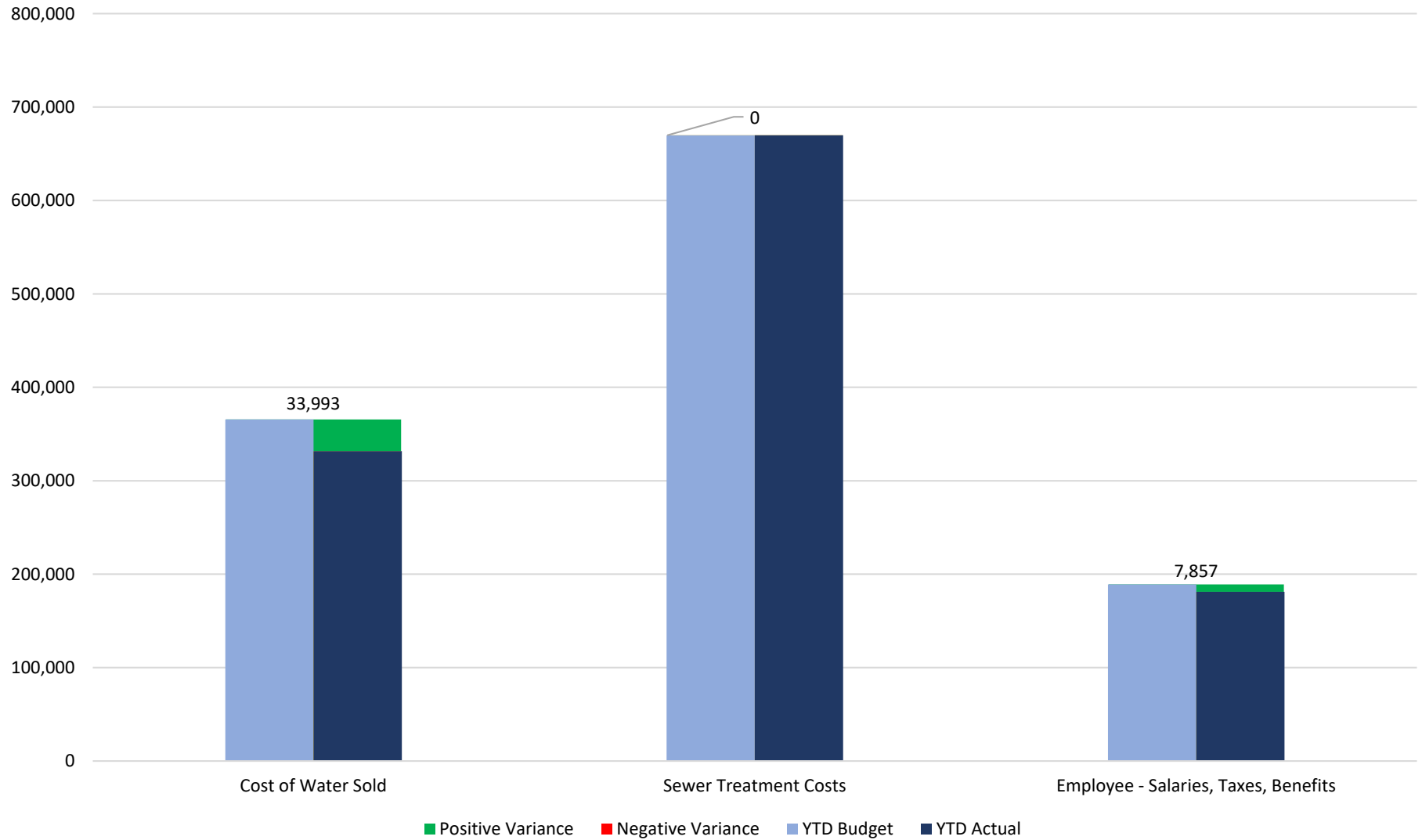
	2023 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget
Operating Revenue					
1 Delinquent Charges	70,000.00	4,033.00	5,235.14	1,202.14	129.81%
2 Inspection Fees	1,500.00	75.00	0.00	-75.00	0.00%
3 Meter Sales	0.00	0.00	0.00	0.00	0.00%
4 Miscellaneous Income	6,800.00	666.67	475.00	-191.67	71.25%
5 Service Fee	3,789,548.00	290,279.36	287,305.08	-2,974.28	98.98%
6 Sewer User Charges	3,168,461.00	234,367.47	245,276.15	10,908.68	104.66%
7 Short Check Fees	400.00	40.00	220.00	180.00	550.00%
8 Shut Off Charges	4,450.00	400.00	350.00	-50.00	87.50%
9 Transfer Fees	20,250.00	990.00	630.00	-360.00	63.64%
10 Water Sales	8,420,632.00	351,104.44	302,405.60	-48,698.84	86.13% ***1
11 Total Operating Revenue	15,482,041.00	881,955.94	841,896.97	-40,058.97	95.46%
Operating Expense					
12 Accounting/Audit	16,500.00	0.00	0.00	0.00	0.00%
13 Auto Expense	125,800.00	10,483.36	3,122.97	-7,360.39	29.79%
14 Contracted Repairs	227,500.00	19,666.67	6,739.50	-12,927.17	34.27% ***4
15 Cost of Meters Sold	15,000.00	1,250.00	-122.50	-1,372.50	-9.80% ***5
16 Cost of Water Sold	7,823,523.00	365,650.91	331,657.79	-33,993.12	90.70% ***1
17 Director Fees	12,000.00	1,000.00	500.00	-500.00	50.00%
18 Employee - Salaries, Taxes, Benefits	2,471,171.00	188,984.62	181,127.26	-7,857.36	95.84%
19 Engineering	145,000.00	12,083.33	8,195.13	-3,888.20	67.82% ***3
20 Insurance	150,393.00	12,532.75	12,180.42	-352.33	97.19%
21 Legal	200,000.00	16,666.67	21,333.75	4,667.08	128.00%
22 Lobbyist	30,000.00	0.00	0.00	0.00	0.00%
23 Office & Grounds	81,500.00	3,540.00	1,092.16	-2,447.84	30.85%
24 Office Expense	517,200.00	53,201.17	35,639.01	-17,562.16	66.99%
25 Repair Department	150,000.00	8,799.99	6,519.29	-2,280.70	74.08%
26 Sewer Treatment Costs	2,729,304.00	669,826.00	669,826.00	0.00	100.00%
27 UNCC Locates	8,500.00	708.33	375.39	-332.94	53.00%
28 Utilities	361,450.00	15,133.91	9,333.41	-5,800.50	61.67% ***3
29 Total Operating Expense	15,064,841.00	1,379,527.71	1,287,519.58	-92,008.13	93.33%
30 Income (Loss) Operating	417,200.00	-497,571.77	-445,622.61	51,949.16	89.56%

Green Mountain Water and Sanitation District
Profit & Loss vs. Actual
January 31, 2023

Accrual Basis

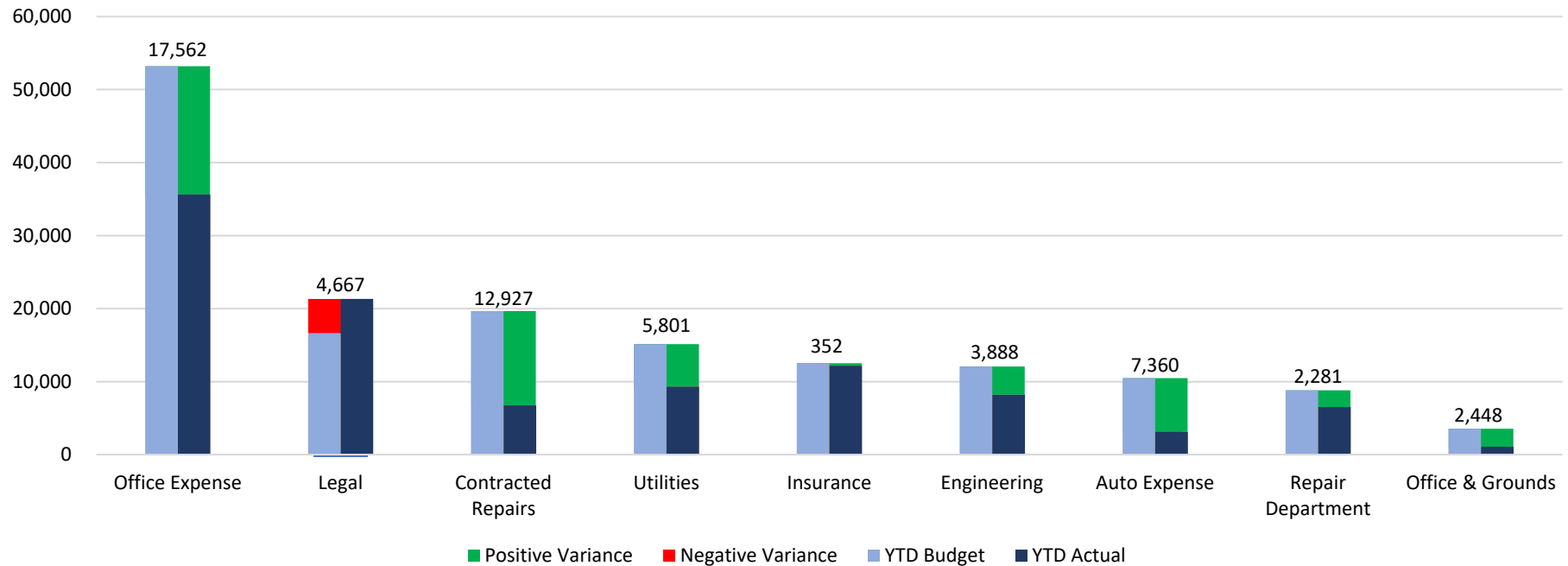
	2023 Budget	YTD Budget	YTD Actual	Act vs. Budget	% of YTD Budget	
Non-Operating Revenue						
1	Capital Reserve Fund Revenue	2,588,742.00	137,684.92	106,916.90	-30,768.02	77.65% ***1
2	Interest Income	616,718.00	51,393.17	81,406.82	30,013.65	158.40% ***2
3	Sewer System Development Fees	83,395.00	4,169.75	0.00	-4,169.75	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	3,291,255.00	193,447.84	188,523.72	-4,924.12	97.45%
Non-Operating Expenditures						
7	2017 Cellular Endpoints	655,000.00	50,000.00	46,500.00	-3,500.00	93.00%
8	2020 Sewer System Improvements	575,000.00	0.00	0.00	0.00	0.00%
10	2021 Sewer System Improvements	840,000.00	250,000.00	128,136.00	-121,864.00	51.25%
11	2022 Tamarisk LS Improvements	700,000.00	0.00	0.00	0.00	0.00%
12	2022 Sewer - Kipling	325,000.00	0.00	0.00	0.00	0.00%
13	2023 Water System Improvements	480,000.00	0.00	0.00	0.00	0.00%
14	2023 Sewer System Improvements	890,000.00	0.00	0.00	0.00	0.00%
15	2024 Design	75,000.00	0.00	0.00	0.00	0.00%
16	2023 Field Equipment	54,000.00	0.00	0.00	0.00	0.00%
17	2023 Office & Grounds	107,000.00	0.00	0.00	0.00	0.00%
18	2023 Office Equipment	45,000.00	0.00	0.00	0.00	0.00%
19	2023 Vehicles	386,270.00	0.00	0.00	0.00	0.00%
20	Capital Contingency	454,000.00	0.00	0.00	0.00	0.00%
21	Total Non-Operating Expenditures	5,586,270.00	300,000.00	174,636.00	-125,364.00	58.21%
22	Income (Loss) Non-Operating	-2,295,015.00	-106,552.16	13,887.72	120,439.88	-13.03%
23	Net Income	-1,877,815.00	-604,123.93	-431,734.89	172,389.04	71.46%

High Dollar Operating Expense YTD Actual vs Budget



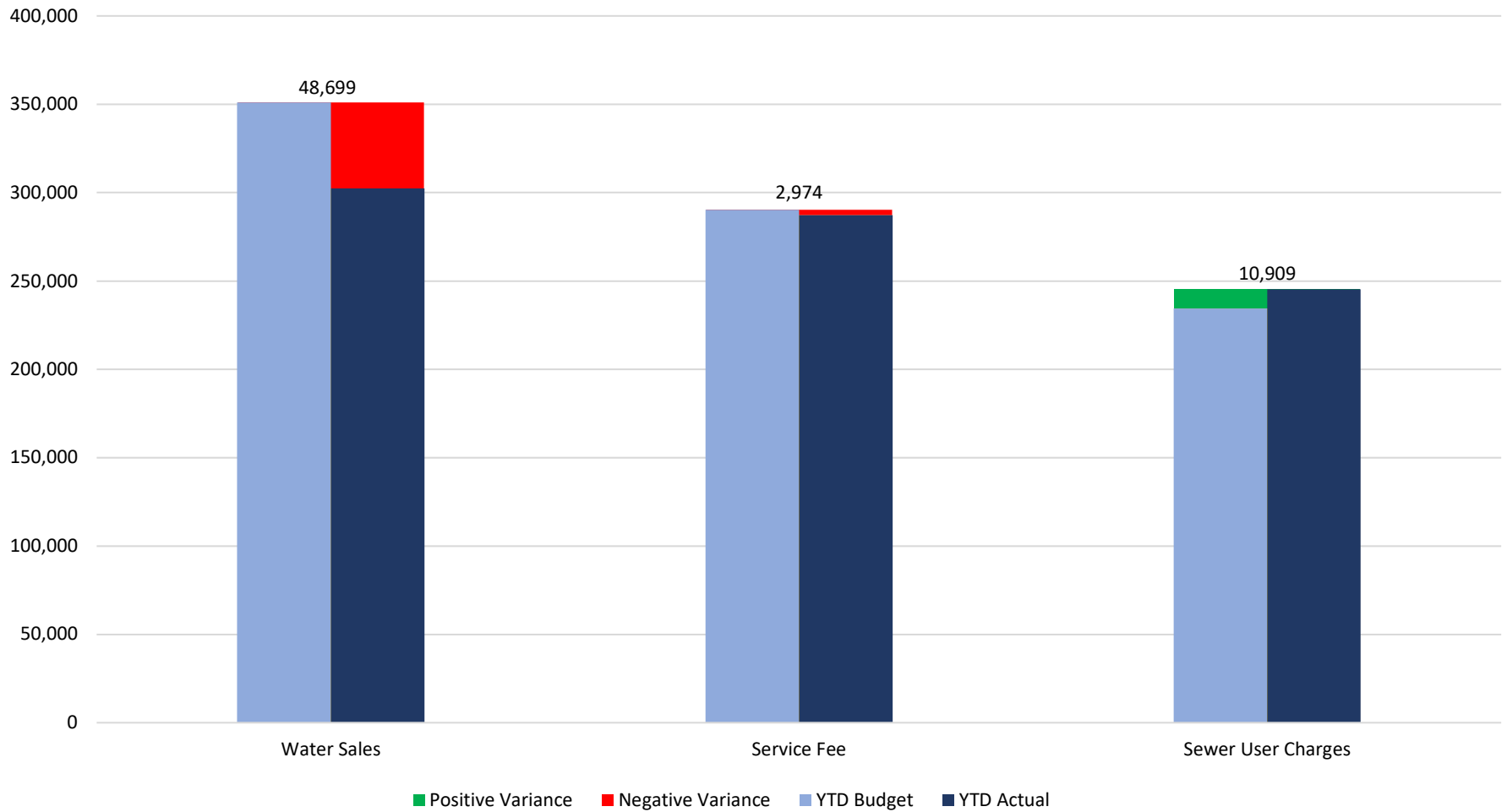
- **Cost of Water Sold** - For Jan 2023, the District used 5,706,000 more gallons (9.12% more) compared to Jan 2022. Water use is 9.60% less than budgeted for 2023. Water used in January is not billed to customers until February and March.

Operating Expense YTD Actual vs Budget



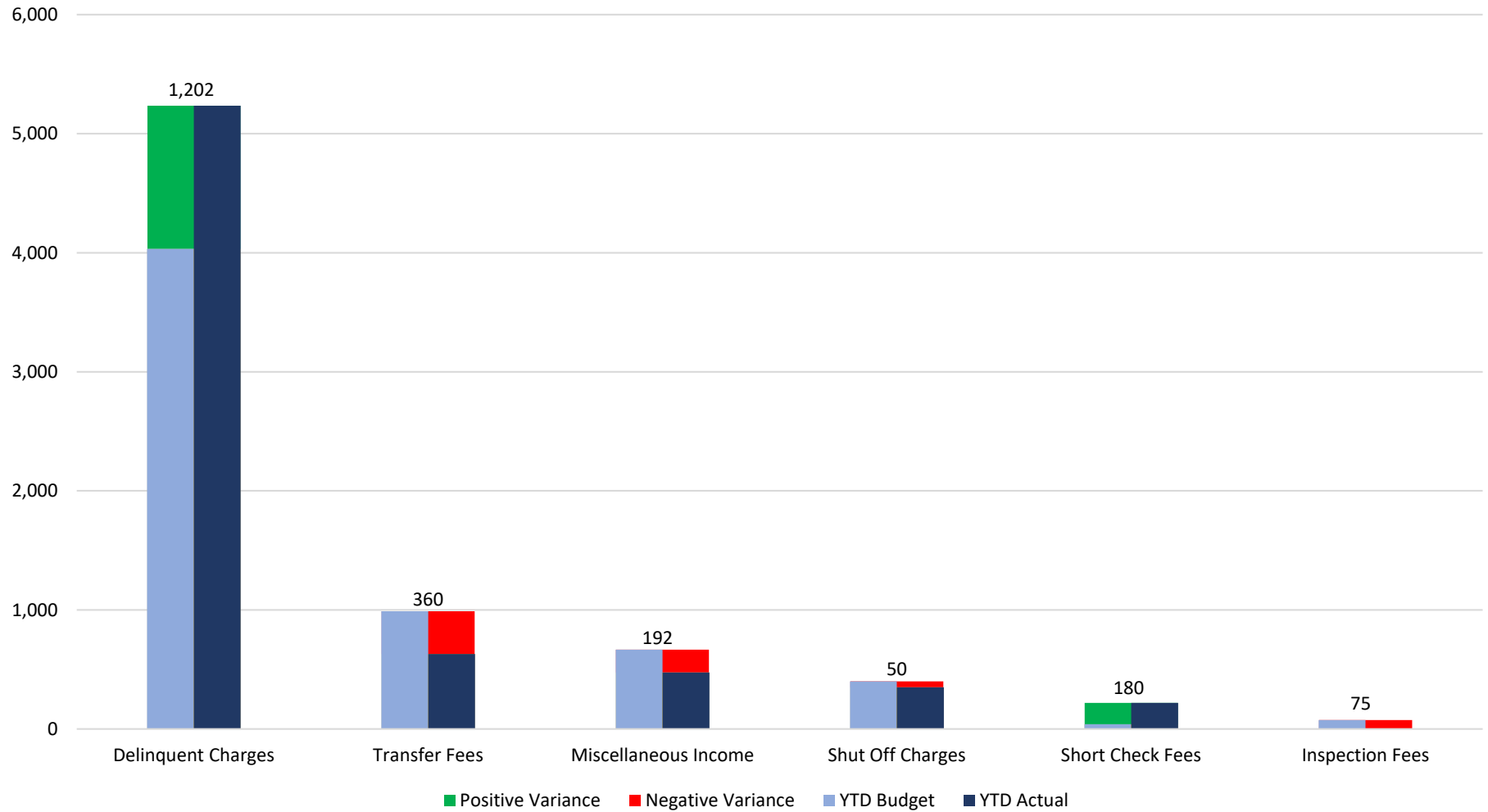
- **Engineering & Utilities** - Invoices are typically received a month behind services performed and used.
- **Contracted Repairs** - Quiet beginning of the year for needing main break patches which is the largest contributor to contracted repairs.
- **Cost of Meters Sold** - Below budget as meter stock has not needed to be replenished. Had a damaged endpoint that was added to customers billing resulting in a credit to cost of meters sold.

High Dollar Operating Revenues YTD Actual vs Budget

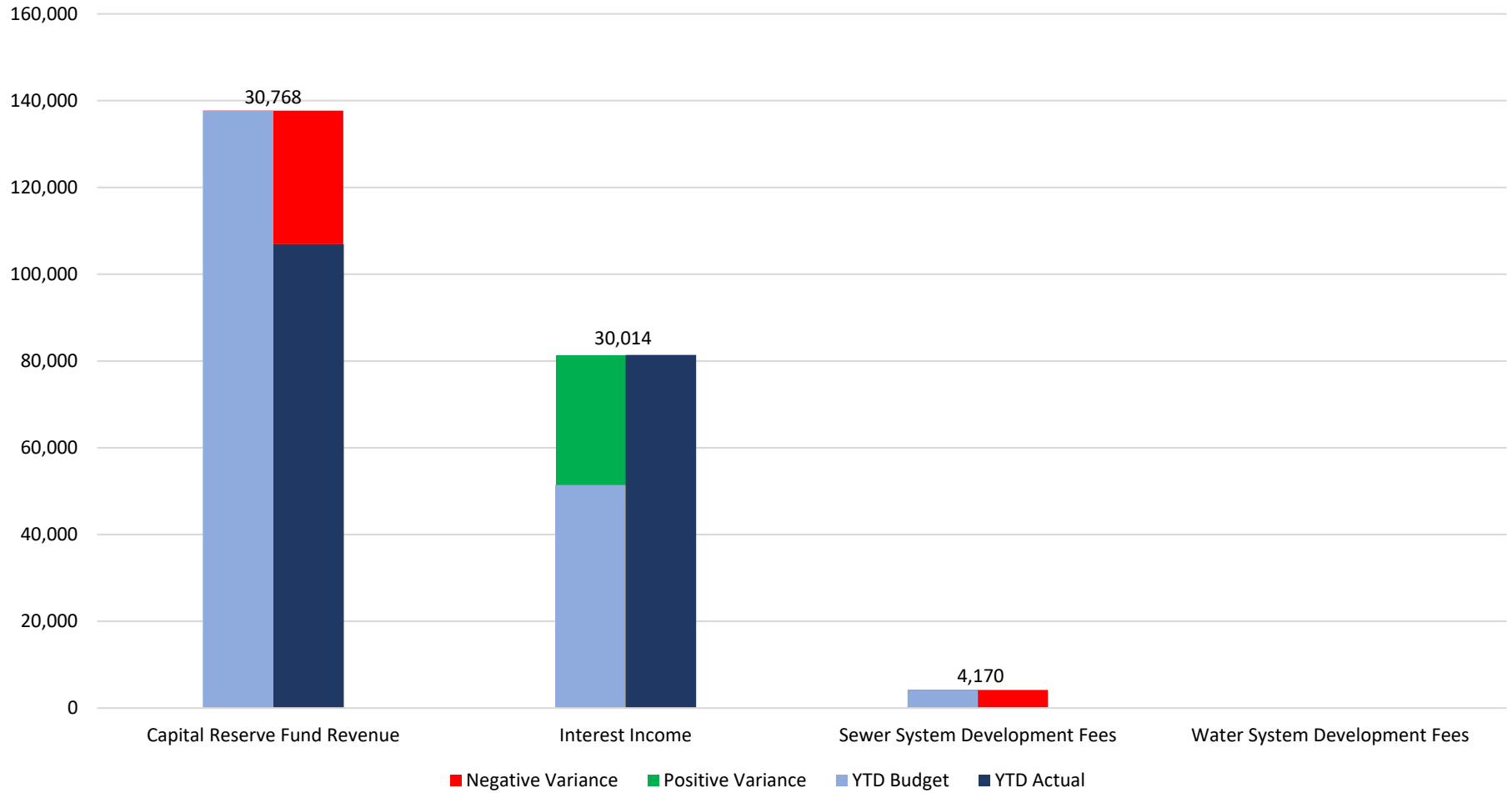


- **Water Sales** - For Jan 2023, the District used 5,706,000 more gallons (9.12% more) compared to Jan 2022. Water use is 9.60% less than budgeted for 2023. Water used in January is not billed to customers until February and March.

Operating Revenues YTD Actual vs Budget



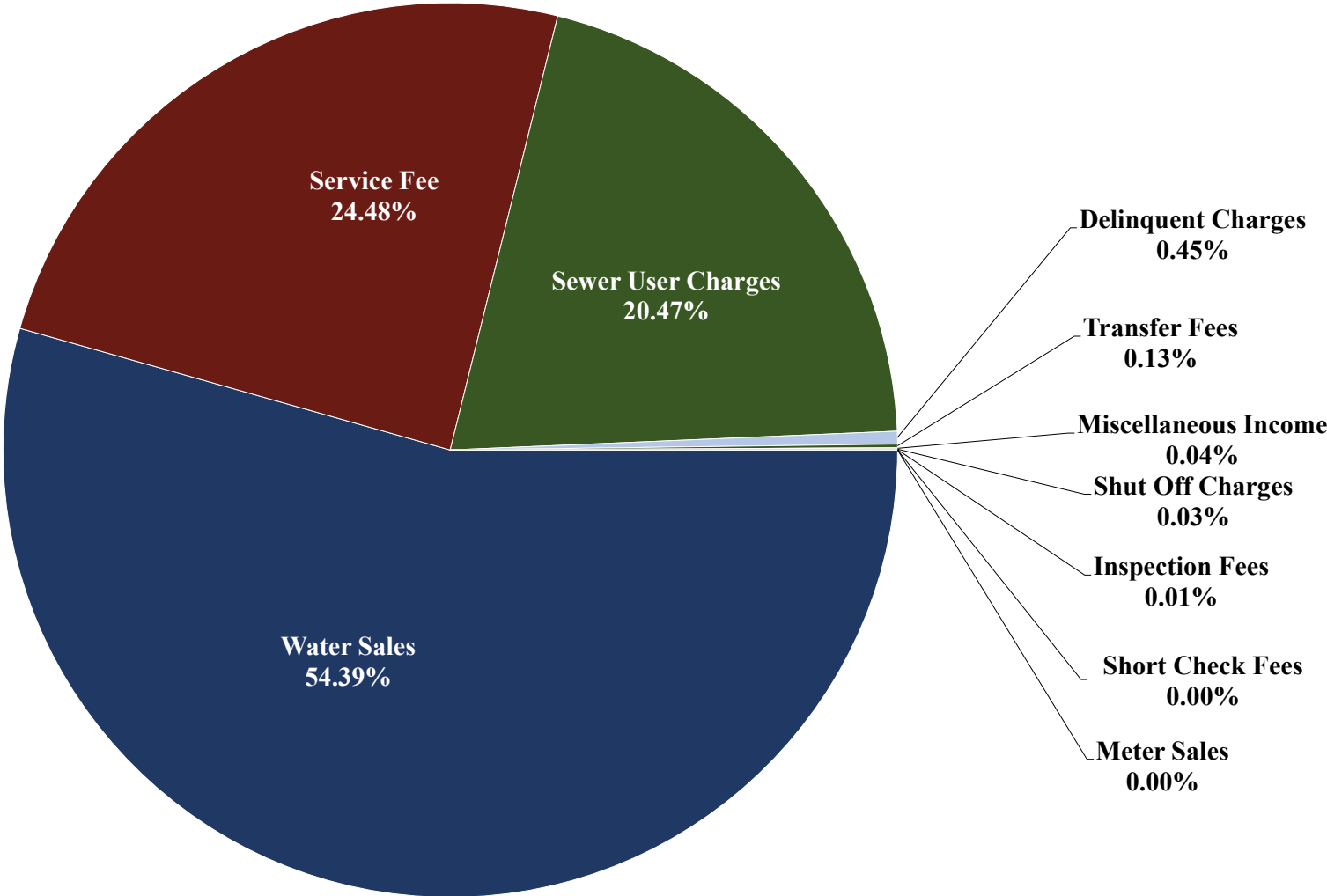
Non-Operating Revenues YTD Actual vs Budget



- **Capital Reserve Fund Revenue** - For Jan 2023, the District used 5,706,000 more gallons (9.12% more) compared to Jan 2022. Water use is 9.60% less than budgeted for 2023. Water used in January is not billed to customers until February and March.

- **Interest Income** - The federal reserve voted in January to increase rates another 0.25% bringing the range to 4.5-4.75%.

Budgeted Operating Revenues January - December 2023



Budgeted Operating Expenses January - December 2023

