

# NORTHWEST LAKEWOOD SANITATION DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
Fax: 303-987-2032

## NOTICE OF REGULAR MEETING AND AGENDA OF THE BOARD OF DIRECTORS OF THE DISTRICT AND OF THE WASTE WATER UTILITY ENTERPRISE

| <u>Board of Directors:</u> | <u>Office:</u>           | <u>Term/Expiration:</u> |
|----------------------------|--------------------------|-------------------------|
| Gregory A. “Greg” Fabisiak | President                | 2027/May 2027           |
| Catherine “CiCi” Kesler    | Vice President/Treasurer | 2027/May 2027           |
| James D. “Jim” Zimmerman   | Secretary                | 2025/May 2025           |
| Anthony M. Dursey          | Assistant Secretary      | 2025/May 2025           |
| George C. Davenport        | Assistant Secretary      | 2025/May 2025           |

**DATE:**        **February 28, 2024**  
**TIME:**        **4:00 P.M.**  
**PLACE:**       **In Person and VIA Teams**

Martin/Martin, Inc  
12499 W. Colfax Ave  
Lakewood, CO 80215

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 293 053 417 947

Passcode: gmQmf6

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 303-731-8587](#).,641267873# United States, Denver

Phone Conference ID: 641 267 873#

### I. ADMINISTRATIVE MATTERS

- A. Review and approve Minutes of the January 24, 2024 regular meeting (enclosure).
- 

### II. PUBLIC COMMENT

- A. \_\_\_\_\_

III. FINANCIAL MATTERS

- A. Review and approve the payment of claims through the period ending February 29, 2024 as follows (enclosure):

|                 |                            |
|-----------------|----------------------------|
| General Fund    | \$585,476.00               |
| Enterprise Fund | <u>\$36,446.78</u>         |
| <b>Total:</b>   | <b><u>\$621,922.78</u></b> |

and accept the schedule of cash position as of January 31, 2024 (enclosure); and the unaudited financial statements for the period ending January 31, 2024; and a report on collections for the facilities renovation fees, grease trap inspection fee collections, commercial billing and any other fees imposed and collected by the District (enclosure).

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IV. LEGAL MATTERS

- A. Update on 11324 West 38<sup>th</sup> Avenue.
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- B. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Record Act Requests (enclosure).
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- C. Review and approve First Amendment to Agreement for Emergency and Non-Emergency Maintenance Services between the District and Ramey Environmental Compliance, Inc., Sanitary Sewer Collection System Scope of Work and US Bureau of Labor Statistics Customer Price Index (enclosures).
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- D. Discuss meetings with Wheat Ridge and Lakewood regarding taps, Change Order Nos. 3 and 4 and unpaid taps (enclosure).
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V. OPERATIONS MATTERS

- A. Operations Monthly Report (enclosures).
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- B. Engineer's Report (enclosure).
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1. Discuss status of 2023 Capital Improvements.
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VI. OTHER BUSINESS

- A. Metro Water Recovery Operations Packet (enclosure).
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- B. Website update.
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VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 27, 2024.**

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
NORTHWEST LAKEWOOD SANITATION DISTRICT  
AND THE BOARD OF DIRECTORS OF THE  
WASTEWATER UTILITY ENTERPRISE  
HELD  
JANUARY 24, 2024**

The Regular Meeting of the Board of Directors of the Northwest Lakewood Sanitation District and the Board of Directors of its Wastewater Utility Enterprise (collectively referred to hereafter as “Board”) convened in person at Martin/Martin, Inc., 12499 W. Colfax Avenue, Lakewood, CO 80215, and by Teams video conference and teleconference call on Wednesday, January 24, 2024, at 4:00 PM. The Teams Meeting and call-in information were listed in the meeting notice posted by the District, and the public was able to attend the meeting by telephone, if they so desired.

**ATTENDANCE**

**Directors In Attendance Were:**

Gregory A. “Greg” Fabisiak  
Catherine “CiCi” Kesler  
James D. “Jim” Zimmerman  
Anthony M. Dursey (by telephone)  
George C. Davenport

**Also In Attendance Were:**

Steve Beck; Special District Management Services, Inc.

Tim Flynn, Esq.; Collins Cole Flynn Winn & Ulmer, PLLC

Bill Willis; Martin/Martin Consulting Engineers

Wayne Ramey; Ramey Environmental Compliance

**ADMINISTRATIVE  
MATTERS**

**Minutes:** The Board reviewed the minutes of the November 29, 2023 Regular Meeting.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and upon vote, unanimously carried, the minutes of the November 29, 2023 Regular Meeting were approved.

**PUBLIC  
COMMENTS**

None.

## RECORD OF PROCEEDINGS

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### FINANCIAL MATTERS

**Claims:** Mr. Beck reviewed the claims through the period ending December 31, 2023 as follows:

|                 |                      |
|-----------------|----------------------|
| General Fund    | \$ 366,204.77        |
| Enterprise Fund | <u>\$ 49,574.62</u>  |
| Total           | <u>\$ 415,779.39</u> |

Following discussion, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims for the period ending December 31, 2023, as presented.

**Unaudited Financial Statement:** Mr. Beck reviewed with the Board the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis, accounts payable vouchers for the month ending December 31, 2023 the schedule of cash position dated December 31, 2023.

Following discussion, upon motion duly made by Director Davenport, seconded by Director Kesler, and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District setting forth the cash deposits, investments, budget analysis, accounts payable vouchers for the month ending December 31, 2023 the schedule of cash position dated December 31, 2023, as presented.

**2024 Budget:** Mr. Beck discussed with the Board the adopted 2024 Budget that has been duly filed with the Division of Local Government (DLG) and the mill levy certification form that was duly filed with Jefferson County and the DLG.

**Application for Payment No. 2 from Martin/Martin Consulting Engineer's:** Mr. Beck and Mr. Ramey discussed with the Board Application for Payment No. 2 and Change Order No. 2 from Martin/Martin in the amount of \$343,405.75.

Following a discussion and based upon the engineer's recommendation, motion was duly made by Director Zimmerman, seconded by Director Kesler, and, upon vote, unanimously carried, the Board approved. Application for Payment No. 2 and Change Order No. 2 from Martin/Martin in the amount of \$343,405.75.

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### LEGAL MATTERS

**11324 West 38<sup>th</sup> Avenue:** Attorney Flynn discussed with the Board 11324 West 38<sup>th</sup> Avenue. He noted that he has not received notice that the Osborne's have conveyed any land to their daughter and son-in-law for the purpose of constructing a new home on the property.

**Resolution Establishing the Date, Time, and Location for Regular Meetings:** Attorney Flynn discussed with the Board the Resolution Establishing the Date, Time and Location for Regular Meetings and Designating the Location for Posting Notice of District Meetings Online.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Kesler, seconded by Director Davenport, and, upon vote, unanimously carried, the Board adopted the Resolution. The Resolution designates the District's website as the location where the District will post, at least 24-hours in advance of each meeting, a meeting notice together with an agenda if available.

**Resolution Amending Policy on Colorado Open Records Act Requests:** Attorney Flynn discussed with the Board Resolution No. 2024-01-02, Resolution Amending Policy on Colorado Open Records Act Requests. Attorney Flynn discussed the updates to the fees and statutes. The Board deferred action on the Resolution until the Board's February meeting.

**Foreclosure on 2223 Beech Court:** Attorney Flynn discussed with the Board the foreclosures on 2223 Beech Court and Tafolino's.

### **OPERATION MATTERS**

**Operations Monthly Report:** Mr. Ramey discussed the October Operations Report with the Board.

**Engineer's Report:** Mr. Willis discussed with the Board the November Engineer's Report and updates.

**Tap Fee Issue:** The Board discussed the tap fee issue.

**2023 Capital Improvements:** Mr. Willis discussed with the Board the 2023 Capital Improvements.

### **OTHER BUSINESS**

**Metro Water Recovery Update:** Director Davenport discussed with the Board the Metro Water Recovery update.

**Website Update:** Mr. Beck updated the Board regarding the website and statistics.

### **ADJOURN TO EXECUTIVE SESSION:**

Pursuant to Section 24-6-402(4)(b), C.R.S., Director Zimmerman moved that the Board go into Executive Session for the purpose of obtaining advice from legal counsel regarding tap permits that were not issued and sewer tap fees that apparently have not been paid with respect to certain properties within the District. The motion was seconded by Director Kesler and at approximately 5:45 p.m. the Board went into Executive Session. Those present during the Executive Session were the five Board members and legal counsel.

At approximately 6:10 p.m. the Board returned to Open Public Meeting.

## RECORD OF PROCEEDINGS

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**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Kesler, seconded by Director Zimmerman and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

**ATTORNEY STATEMENT**

Pursuant to Section 24-6-402(2)(d.5)(II)(B), C.R.S., I, Timothy J. Flynn, attest that I am the attorney for the Northwest Lakewood Sanitation District and that I was present at the time the Board convened an Executive Session on Wednesday, January 24, 2024, at approximately 5:45 p.m. for the purpose of obtaining legal advice regarding sewer tap permits that were not issued and sewer tap fees that have not been paid with respect to certain properties within the District. I further attest that the Executive Session was not recorded because it constituted a privileged attorney/client communication. The Board did not adopt any policy, rule, regulation, or take any formal action during the Executive Session.

Signed: \_\_\_\_\_  
Timothy J. Flynn

Date: \_\_\_\_\_

| Check No and Date | Payee                            | Invoice No    | GL Account Title         | GL Acct | Amount     | Total      |
|-------------------|----------------------------------|---------------|--------------------------|---------|------------|------------|
| 2818              |                                  |               |                          |         |            |            |
| 02/22/2024        | Ann Riske                        | 02152024      | Transfer Service Fee     | 4-570   | 50.00      | 50.00      |
| Total 2818:       |                                  |               |                          |         |            | 50.00      |
| 2819              |                                  |               |                          |         |            |            |
| 02/22/2024        | Applewood Sanitation District    | 4004 2024     | Treatment Charges-Apple  | 4-726   | 2,500.00   | 2,500.00   |
| Total 2819:       |                                  |               |                          |         |            | 2,500.00   |
| 2820              |                                  |               |                          |         |            |            |
| 02/22/2024        | Armond Azharian Trust            | 02122024      | Transfer Service Fee     | 4-570   | 1,100.00   | 1,100.00   |
| Total 2820:       |                                  |               |                          |         |            | 1,100.00   |
| 2821              |                                  |               |                          |         |            |            |
| 02/22/2024        | BRMK Hidden Acres Ltd.           | 02152024      | Transfer Service Fee     | 4-570   | 50.00      | 50.00      |
| Total 2821:       |                                  |               |                          |         |            | 50.00      |
| 2822              |                                  |               |                          |         |            |            |
| 02/22/2024        | Collins Cole Flynn Winn & Ulmer, | 5879          | Legal                    | 1-675   | 3,893.00   | 3,893.00   |
| Total 2822:       |                                  |               |                          |         |            | 3,893.00   |
| 2823              |                                  |               |                          |         |            |            |
| 02/22/2024        | Consolidated Mutual Water Co     | 2434 02/2024  | Utilities                | 4-765   | 24.90      | 24.90      |
| 02/22/2024        | Consolidated Mutual Water Co     | 8019          | Repairs & Maintenance-L  | 4-740   | 360.00     | 360.00     |
| Total 2823:       |                                  |               |                          |         |            | 384.90     |
| 2824              |                                  |               |                          |         |            |            |
| 02/22/2024        | David Stefanich                  | 02122024      | Transfer Service Fee     | 4-570   | 810.00     | 810.00     |
| Total 2824:       |                                  |               |                          |         |            | 810.00     |
| 2825              |                                  |               |                          |         |            |            |
| 02/22/2024        | Marcus and Amber McConnell       | 02202024      | Transfer Service Fee     | 4-570   | 150.00     | 150.00     |
| Total 2825:       |                                  |               |                          |         |            | 150.00     |
| 2826              |                                  |               |                          |         |            |            |
| 02/22/2024        | Martin/Martin                    | 17.0638-00271 | 2022 CIP                 | 4-884   | 10,005.00  | 10,005.00  |
| 02/22/2024        | Martin/Martin                    | 17.0638-00272 | Sewer Lines/Eng./Observ. | 4-810   | 3,638.13   | 3,638.13   |
| Total 2826:       |                                  |               |                          |         |            | 13,643.13  |
| 2827              |                                  |               |                          |         |            |            |
| 02/22/2024        | Metro Wastewater Reclamation     | 1ST QTR 2024  | Treatment Charges        | 1-720   | 407,886.25 | 407,886.25 |
| Total 2827:       |                                  |               |                          |         |            | 407,886.25 |
| 2828              |                                  |               |                          |         |            |            |
| 02/22/2024        | Ramey Enviromental Compliance    | 27088         | COS-Collection System    | 4-746   | 6,444.88   | 6,444.88   |
| 02/22/2024        | Ramey Enviromental Compliance    | 27088         | COS-Locates              | 4-742   | 3,875.42   | 3,875.42   |
| 02/22/2024        | Ramey Enviromental Compliance    | 27088         | COS-Emergency Service    | 4-748   | 443.23     | 443.23     |
| 02/22/2024        | Ramey Enviromental Compliance    | 27088         | COS-Maintenance          | 4-749   | 12,040.12  | 12,040.12  |



| Check No and Date    | Payee                          | Invoice No      | GL Account Title        | GL Acct | Amount     | Total                    |
|----------------------|--------------------------------|-----------------|-------------------------|---------|------------|--------------------------|
| <b>Total 2828:</b>   |                                |                 |                         |         |            | <u>22,803.65</u>         |
| 2829                 |                                |                 |                         |         |            |                          |
| 02/22/2024           | Special Dist Management Serv   | 01/2024         | Administration          | 1-614   | 7,655.70   | 7,655.70                 |
| 02/22/2024           | Special Dist Management Serv   | 01/2024         | Accounting              | 1-612   | 5,774.30   | 5,774.30                 |
| 02/22/2024           | Special Dist Management Serv   | 01/2024         | Billing                 | 1-616   | 2,968.00   | 2,968.00                 |
| 02/22/2024           | Special Dist Management Serv   | 01/2024         | Office Supplies         | 1-690   | 771.89     | 771.89                   |
| <b>Total 2829:</b>   |                                |                 |                         |         |            | <u>17,169.89</u>         |
| 2830                 |                                |                 |                         |         |            |                          |
| 02/22/2024           | Steven and Svetlana Dildine    | 02152024        | Transfer Service Fee    | 4-570   | 100.00     | 100.00                   |
| <b>Total 2830:</b>   |                                |                 |                         |         |            | <u>100.00</u>            |
| 2831                 |                                |                 |                         |         |            |                          |
| 02/22/2024           | UNCC                           | 224010939       | Repairs & Maintenance-L | 4-740   | 250.26     | 250.26                   |
| <b>Total 2831:</b>   |                                |                 |                         |         |            | <u>250.26</u>            |
| 2832                 |                                |                 |                         |         |            |                          |
| 02/22/2024           | Insituform Technologies USA LL | 17.0638.C.10-3  | 2023 CIP                | 4-885   | 104,580.10 | 104,580.10               |
| 02/22/2024           | Insituform Technologies USA LL | 17.0638.C.10-3  | Retainage               | 4-318   | 5,229.01-  | 5,229.01-                |
| <b>Total 2832:</b>   |                                |                 |                         |         |            | <u>99,351.09</u>         |
| 2833                 |                                |                 |                         |         |            |                          |
| 02/22/2024           | Insituform Technologies USA LL | 17.0638.C.10-RR | Retainage               | 4-318   | 51,780.61  | 51,780.61                |
| <b>Total 2833:</b>   |                                |                 |                         |         |            | <u>51,780.61</u>         |
| <b>Grand Totals:</b> |                                |                 |                         |         |            | <u><u>621,922.78</u></u> |

# FRF CUSTOMERS

Northwest Lakewood Sanitation District

Aging Report - by Collection Code

Page: 42

Report Date: 01/31/2024

Feb 21, 2024 1:38PM

| Customer Number | Name                     | Balance    | 01/31/2024 | 12/31/2023 | 11/30/2023 | 10/31/2023 | Last Pmt Date | Last Pmt Amount | Msg | Final Bill Date |
|-----------------|--------------------------|------------|------------|------------|------------|------------|---------------|-----------------|-----|-----------------|
| 7260.01         | Yamasaki, Jane           | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/05/24      | 100.00-         |     |                 |
| 17590.01        | Yang, Thomas S           | 100.00     | .00        | 100.00     | .00        | .00        | 02/01/24      | 100.00-         |     |                 |
| 18410.01        | Yaxorleva-Bargas, Yuliy  | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/08/24      | 100.00-         |     |                 |
| 2730.04         | Yee, Calvin and Phyllis  | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/02/24      | 100.00-         |     |                 |
| 37890.01        | Yehle, Leroy             | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/06/24      | 100.00-         |     |                 |
| 34680.03        | Yevara, Luis             | 215.00     | .00        | 100.00     | 15.00      | 100.00     | 08/23/23      | 115.00-         |     |                 |
| 32680.02        | Yoder, Mark & Carrie     | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/05/24      | 100.00-         |     |                 |
| 35450.03        | Yoder, Tina              | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 4160.01         | Young, Carol D           | 300.00-    | 300.00-    | .00        | .00        | .00        | 01/16/24      | 400.00-         |     |                 |
| 17120.03        | Young, Michael Krizan a  | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 23460.01        | Young, Ronald            | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 26140.01        | Young, Scott J           | 355.00     | .00        | 100.00     | 15.00      | 240.00     | 02/01/24      | 100.00-         |     |                 |
| 8900.02         | Young, Tim and Angela    | 100.00     | .00        | 100.00     | .00        | .00        | 02/02/24      | 100.00-         |     |                 |
| 38790.01        | Young, Tonia             | 100.00     | .00        | 100.00     | .00        | .00        | 02/03/24      | 100.00-         |     |                 |
| 6150.02         | Youngerman Living Trst,  | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/01/24      | 100.00-         |     |                 |
| 4230.02         | Yu, Kenny and Hui        | 100.00     | .00        | 100.00     | .00        | .00        | 02/01/24      | 100.00-         |     |                 |
| 26480.02        | Zachmann, Derek.         | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/05/24      | 100.00-         |     |                 |
| 38390.01        | Zamboni, Floyd F         | 300.00-    | 300.00-    | .00        | .00        | .00        | 01/08/24      | 400.00-         |     |                 |
| 28570.03        | Zanganeh, Shaheen        | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 8520.01         | Zarlengo, Gerald V       | 100.00     | .00        | 100.00     | .00        | .00        | 02/06/24      | 100.00-         |     |                 |
| 39140.02        | Zarlengo, Margaret       | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/01/24      | 100.00-         |     |                 |
| 8400.03         | Zarlengo, Michael and    | 148.50-    | 148.50-    | .00        | .00        | .00        | 11/06/23      | 578.50-         |     |                 |
| 40430.01        | Zarlengo, Robert         | 100.00     | .00        | 100.00     | .00        | .00        | 02/04/24      | 100.00-         |     |                 |
| 33530.01        | Zeiner, Hugh N           | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 22460.01        | Zeman, Matthew F         | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 13150.01        | Zika, Jack               | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 20020.01        | Zimmerman II, William    | 100.00     | .00        | 100.00     | .00        | .00        | 02/06/24      | 100.00-         |     |                 |
| 6250.01         | Zimmerman, James D       | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/05/24      | 100.00-         |     |                 |
| 19230.01        | Zinke, Sally             | 100.00     | .00        | 100.00     | .00        | .00        | 02/02/24      | 100.00-         |     |                 |
| 34290.01        | Zinn, Richard C          | 100.00     | .00        | 100.00     | .00        | .00        | 10/19/23      | 100.00-         |     |                 |
| 28960.03        | Zoellner, Andrew & Cas   | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 5720.02         | Zoesch, Eric and Alexa   | 100.00     | 15.00-     | 100.00     | .00        | 15.00      | 02/02/24      | 100.00-         |     |                 |
| 35690.03        | Zoldak, Frank & Daria    | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| 1820.02         | Zustak, Frederick & Chri | 100.00     | .00        | 100.00     | .00        | .00        | 02/05/24      | 100.00-         |     |                 |
| Total None:     |                          | 276,205.73 | 35,215.12- | 267,267.63 | 1,553.61   | 42,599.61  |               |                 |     |                 |
| Grand Totals:   |                          | 285,087.73 | 36,773.47- | 271,213.13 | 1,763.61   | 48,884.46  |               |                 |     |                 |

# COMMERCIAL CUSTOMERS

Northwest Lakewood Sanitation District

Aging Report - by Collection Code

Page: 1

Report Date: 01/31/2024

Feb 21, 2024 1:40PM

Report Criteria:

- Include inactive customers
- Include active customers
- Include customers with a credit balance
- Aged using billing periods
- Customer.Customer number = 8000001-9000000

| Customer Number      | Name                      | Balance       | 01/31/2024       | 12/31/2023   | 11/30/2023   | 10/31/2023      | Last Pmt Date | Last Pmt Amount | Msg   | Final Bill Date |
|----------------------|---------------------------|---------------|------------------|--------------|--------------|-----------------|---------------|-----------------|-------|-----------------|
| <b>None</b>          |                           |               |                  |              |              |                 |               |                 |       |                 |
| 80210.02             | 2201 Management LLC       | 98.08-        | 98.08-           | .00          | .00          | .00             | 04/12/22      | 98.08-          |       |                 |
| 80940.01             | Abrusci's Fire and Wine   | 15.00-        | 30.00-           | .00          | .00          | 15.00           | 04/08/22      | 298.43-         |       |                 |
| 80820.01             | Atria Applewood Senior    | 1,816.29      | 49.50-           | .00          | .00          | 1,865.79        | 01/12/21      | 525.39-         |       |                 |
| 80830.01             | Bink M Company LLC        | 15.00-        | 15.00-           | .00          | .00          | .00             | 04/19/22      | 543.21-         |       |                 |
| 81000.01             | Chili's                   | 950.95        | .00              | 60.68        | 15.00        | 875.27          | 02/16/23      | 200.00-         | Final | 12/01/23        |
| 80090.01             | Family Assisted Living    | 505.31-       | 1,198.99-        | .00          | .00          | 693.68          | 08/01/19      | 305.00-         |       |                 |
| 80560.01             | La Quinta Inn's Inc. #63  | 1,328.95-     | 1,328.95-        | .00          | .00          | .00             | 04/12/22      | 1,328.95-       |       |                 |
| 80900.01             | M&T Properties Jellison   | 15.00-        | 15.00-           | .00          | .00          | .00             | 05/26/22      | 71.69-          |       |                 |
| 80840.01             | Newton C Jennings Livi    | 50.00-        | 50.00-           | .00          | .00          | .00             | 05/02/22      | 93.17-          | Final | 02/29/24        |
| 80430.01             | Palo Alto Inc - Taco Bell | 375.15-       | 375.15-          | .00          | .00          | .00             | 04/27/22      | 375.15-         |       |                 |
| 80020.01             | Youngfield Cleaners       | 333.36        | 124.86-          | .00          | .00          | 458.22          | 08/22/23      | 200.00-         |       |                 |
| <b>Total None:</b>   |                           | <u>698.11</u> | <u>3,285.53-</u> | <u>60.68</u> | <u>15.00</u> | <u>3,907.96</u> |               |                 |       |                 |
| <b>Grand Totals:</b> |                           | <u>698.11</u> | <u>3,285.53-</u> | <u>60.68</u> | <u>15.00</u> | <u>3,907.96</u> |               |                 |       |                 |

# GREASE TRAP CUSTOMERS

Report Criteria:

- Include inactive customers
- Include active customers
- Include customers with a credit balance
- Aged using billing periods
- Customer.Customer number = 9000001-9999999

| Customer Number      | Name                     | Balance         | 01/31/2024     | 12/31/2023    | 11/30/2023 | 10/31/2023      | Last Pmt Date | Last Pmt Amount | Msg   | Final Bill Date |
|----------------------|--------------------------|-----------------|----------------|---------------|------------|-----------------|---------------|-----------------|-------|-----------------|
| <b>None</b>          |                          |                 |                |               |            |                 |               |                 |       |                 |
| 90020.01             | Applewood Place Assist   | 15.00           | 85.00-         | 100.00        | .00        | .00             | 01/25/24      | 100.00-         |       |                 |
| 90180.02             | Baillie, Brian and Kelly | 115.00          | 15.00          | 100.00        | .00        | .00             |               | .00             |       |                 |
| 90030.01             | Chili's                  | 430.00          | 15.00          | .00           | .00        | 415.00          | 09/24/21      | 845.00-         | Final | 12/01/23        |
| 90030.02             | First Watch Breakfast    | 115.00          | 15.00          | 100.00        | .00        | .00             |               | .00             |       |                 |
| 90380.02             | Holliday, Brandon and D  | 100.00          | .00            | 100.00        | .00        | .00             | 02/14/24      | 115.00-         |       |                 |
| 90110.01             | KPS LLC                  | 1,060.00        | 170.00-        | 100.00        | .00        | 1,130.00        | 06/30/20      | 100.00-         |       |                 |
| 90100.01             | KPS LLC                  | 1,660.00        | 15.00          | 100.00        | .00        | 1,545.00        | 07/22/22      | 200.00-         |       |                 |
| 90200.01             | Mountain Tap Bar & Gril  | 330.00          | .00            | 100.00        | .00        | 230.00          | 04/20/23      | 100.00-         |       |                 |
| 90080.01             | OK26 LLC                 | 100.00-         | 100.00-        | .00           | .00        | .00             | 10/17/23      | 200.00-         |       |                 |
| 90230.01             | Romeo's Pizza            | 1,345.00        | 15.00          | .00           | .00        | 1,330.00        | 02/04/21      | 100.00-         |       |                 |
| 90260.01             | Senor Burritos           | 15.00           | .00            | 15.00         | .00        | .00             | 01/23/24      | 100.00-         |       |                 |
| 90270.01             | Smashburger              | 230.00          | 15.00          | .00           | .00        | 215.00          | 05/18/23      | 315.00-         |       |                 |
| 90310.01             | Tafolino's Mexican Rest  | 1,060.00        | 100.00-        | 100.00        | .00        | 1,060.00        | 10/12/21      | 715.00-         |       |                 |
| <b>Total None:</b>   |                          | <b>6,375.00</b> | <b>365.00-</b> | <b>815.00</b> | <b>.00</b> | <b>5,925.00</b> |               |                 |       |                 |
| <b>Grand Totals:</b> |                          | <b>6,375.00</b> | <b>365.00-</b> | <b>815.00</b> | <b>.00</b> | <b>5,925.00</b> |               |                 |       |                 |

**NORTHWEST LAKEWOOD SANITATION DISTRICT  
PAST DUE ACCOUNTS > \$500.00**

| <u>Customer</u> | <u>Name</u>                     | <u>Balance</u> | <u>01/31/2024</u> | <u>12/31/2023</u> | <u>11/30/2023</u> | <u>10/31/2023</u> |
|-----------------|---------------------------------|----------------|-------------------|-------------------|-------------------|-------------------|
| 1645003.        | Rivera, Shane Gillis & Monique  | 520.00         | .00               | 100.00            | 15.00             | 405.00            |
| 1408002.        | Bonn, Kenlyn                    | 560.00         | 160.00-           | 100.00            | 15.00             | 605.00            |
| 1057002.        | Deane, Randall and Debra        | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 1918001.        | Jones, Dale A                   | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 2410001.        | Jones, Dale A                   | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 331001.         | Meyer, George Dean              | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 1331001.        | Nestor, Irene A                 | 560.00         | 60.00-            | 100.00            | 15.00             | 505.00            |
| 3816002.        | Pomponio, Annie L               | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 2425002.        | Schulze, Landon and Kelly       | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 3733001.        | Serra, Michael J                | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 1857001.        | Serra, Michael J                | 560.00         | .00               | 100.00            | 15.00             | 445.00            |
| 2449001.        | Kellogg, Harold E               | 575.00         | .00               | 100.00            | 15.00             | 460.00            |
| 2677002.        | Adkins, Donna                   | 590.00         | .00               | 100.00            | 15.00             | 475.00            |
| 1073001.        | Pine, Lance & Nicki             | 594.00         | .00               | 100.00            | 15.00             | 479.00            |
| 4080001.        | Adobe Properties LLC            | 655.00         | .00               | 190.00            | 15.00             | 450.00            |
| 4086001.        | Volzke, Carolyn                 | 660.00         | .00               | 190.00            | .00               | 470.00            |
| 1494001.        | Spreier, Mary                   | 696.00         | .00               | 100.00            | 15.00             | 581.00            |
| 8100001.        | Chili's                         | 950.95         | .00               | 60.68             | 15.00             | 875.27            |
| 2628002.        | MW Real Estate Acquisitions LLC | 1,020.00       | .00               | 100.00            | 15.00             | 905.00            |
| 9011001.        | KPS LLC                         | 1,060.00       | 170.00-           | 100.00            | .00               | 1,130.00          |
| 9031001.        | Tafolino's Mexican Restaurant   | 1,060.00       | 100.00-           | 100.00            | .00               | 1,060.00          |
| 9023001.        | Romeo's Pizza                   | 1,345.00       | 15.00             | .00               | .00               | 1,330.00          |
| 9010001.        | KPS LLC                         | 1,660.00       | 15.00             | 100.00            | .00               | 1,545.00          |
| 8082001.        | Atria Applewood Senior Living   | 1,816.29       | 49.50-            | .00               | .00               | 1,865.79          |
|                 |                                 | 18,802.24      | 509.50-           | 2,340.68          | 270.00            | 16,701.06         |

**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
Schedule of Cash Position  
January 31, 2024

|                               | Rate    | Operating              | Enterprise              | Total                   |
|-------------------------------|---------|------------------------|-------------------------|-------------------------|
| <b>Checking:</b>              |         |                        |                         |                         |
| Checking Acct 1st Bank        |         | \$ 2,210.44            | \$ 11,240.22            | \$ 13,450.66            |
| <b>Investments:</b>           |         |                        |                         |                         |
| Cash in Bank-ColoTrust        | 5.5560% | 1,429,850.88           | 2,050,005.23            | 3,479,856.11            |
| 1st Bank Liquid Asset Account | 4.5000% | 10.50                  | 6,089,046.86            | 6,089,057.36            |
| Xpress Bill Pay               |         | -                      | 72,830.00               | 72,830.00               |
| WF 91282CBM2 - 9 mo T-Bill    | 5.1320% | -                      | 2,000,000.00            | 2,000,000.00            |
| T-Bill MV Discount Adjmnt (2) |         | -                      | (3,909.48)              | (3,909.48)              |
| Money Mkt Investment Acct     | 4.5500% | -                      | 276,233.58              | 276,233.58              |
| <b>TOTAL FUNDS:</b>           |         | <b>\$ 1,432,071.82</b> | <b>\$ 10,495,446.41</b> | <b>\$ 11,927,518.23</b> |

**2024 Mill Levy Information**

|                                  |        |
|----------------------------------|--------|
| Certified General Fund Mill Levy | 7.696  |
| 2023 Refund                      | -0.014 |
| Abatements                       | 0.006  |
| Temporary Mill Levy Reduction    | -2.008 |
| Total Certified Mill Levy        | 5.680  |

**Board of Directors**

- \* Anthony Dursey
- \* Gregory Fabisiak
- \* James Zimmerman
- \* Catherine Kesler
- George Clark Davenport

\* Authorized signer on the Checking Account

**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**FINANCIAL STATEMENTS**

January 31, 2024

NORTHWEST LAKEWOOD SANITATION DISTRICT  
 COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS  
 January 31, 2024

|  | GENERAL                | ENTERPRISE              | TOTAL                   |
|--|------------------------|-------------------------|-------------------------|
| <b>Assets</b>  |                        |                         |                         |
| Checking Acct 1st Bank   | \$ 2,210.44            | \$ 11,240.22            | \$ 13,450.66            |
| 1st Bank Liquid Asset Account  | 10.50                  | 6,089,046.86            | 6,089,057.36            |
| Xpress Bill Pay  | -                      | 72,830.00               | 72,830.00               |
| Cash in Bank-ColoTrust   | 1,429,850.88           | 2,050,005.23            | 3,479,856.11            |
| Money Mkt Investment Acct  | -                      | 276,233.58              | 276,233.58              |
| Deferred Interest-T Bills  | -                      | (246,811.72)            | (246,811.72)            |
| WF 91282CBM2 - 9 mo T-Bill   | -                      | 2,000,000.00            | 2,000,000.00            |
| T-Bill MV Discount Adjmnt (2)  | -                      | (3,909.48)              | (3,909.48)              |
| Property Taxes Receivable  | 1,750,702.00           | -                       | 1,750,702.00            |
| Accounts Receivable-Commercial   | -                      | 63,522.47               | 63,522.47               |
| Accounts Receivable-Other  | -                      | 177,197.50              | 177,197.50              |
| Accounts Rec-Fac Renovation Fee  | -                      | 285,087.73              | 285,087.73              |
| A/R Fee Cert to Cty Treasurer  | -                      | 31,384.97               | 31,384.97               |
| Account Rec-Grease Trap Insp   | -                      | 6,375.00                | 6,375.00                |
| Prepaid Expenditures   | 35,849.00              | -                       | 35,849.00               |
| <b>Total Current Assets</b>  | <b>3,218,622.82</b>    | <b>10,812,202.36</b>    | <b>14,030,825.18</b>    |
| <b>Capital Assets</b>  |                        |                         |                         |
| Land   | -                      | 7,584.33                | 7,584.33                |
| Sewer Lines  | -                      | 17,833,626.52           | 17,833,626.52           |
| Accumulated Depreciation   | -                      | (6,134,970.76)          | (6,134,970.76)          |
| <b>Total Capital Assets</b>  | <b>-</b>               | <b>11,706,240.09</b>    | <b>11,706,240.09</b>    |
| <b>Total Assets</b>  | <b>\$ 3,218,622.82</b> | <b>\$ 22,518,442.45</b> | <b>\$ 25,737,065.27</b> |
| <b>Liabilities</b>   |                        |                         |                         |
| Accounts Payable   | \$ 428,949.14          | \$ 192,973.64           | \$ 621,922.78           |
| Payroll Liabilities  | 336.60                 | -                       | 336.60                  |
| Expense Reimbursement Deposit  | 11,957.50              | -                       | 11,957.50               |
| <b>Total Liabilities</b>   | <b>441,243.24</b>      | <b>192,973.64</b>       | <b>634,216.88</b>       |
| <b>Deferred Inflows of Resources</b>                                     |                        |                         |                         |
| Deferred Property Taxes  | 1,750,702.00           | -                       | 1,750,702.00            |
| <b>Total Deferred Inflows of Resources</b>                               | <b>1,750,702.00</b>    | <b>-</b>                | <b>1,750,702.00</b>     |
| <b>Fund Balance</b>  |                        |                         |                         |
| Contributed Capital-Sewer Line   | -                      | 6,250,713.25            | 6,250,713.25            |
| Contributed Capital-Inclusions   | -                      | 1,752,454.13            | 1,752,454.13            |
| Fund Balance   | 1,399,314.66           | 13,651,711.15           | 15,051,025.81           |
| Fund Balance-Restricted  | 52,800.00              | -                       | 52,800.00               |
| Current Year Earnings  | (425,437.08)           | 670,590.28              | 245,153.20              |
| <b>Total Fund Balances</b>   | <b>1,026,677.58</b>    | <b>22,325,468.81</b>    | <b>23,352,146.39</b>    |
| <b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b> | <b>\$ 3,218,622.82</b> | <b>\$ 22,518,442.45</b> | <b>\$ 25,737,065.27</b> |



**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 1 Months Ending,**  
**January 31, 2024**  
**General Fund**

| <u>Account Description</u>                      | <u>Period Actual</u>   | <u>YTD Actual</u>      | <u>Budget</u>        | <u>Under/(Over)</u><br><u>Budget</u> | <u>% of</u><br><u>Budget</u> |
|---|------------------------|------------------------|----------------------|--------------------------------------|------------------------------|
| <b>Revenues</b>                                 |                        |                        |                      |                                      |                              |
| Property Tax                                    | \$ -                   | \$ -                   | \$ 1,750,702.00      | \$ 1,750,702.00                      | 0.0%                         |
| Specific Ownership Tax                          | -                      | -                      | 120,000.00           | 120,000.00                           | 0.0%                         |
| Interest & Misc. Income                         | 6,772.26               | 6,772.26               | 90,000.00            | 83,227.74                            | 7.5%                         |
| <b>Total Revenues</b>                           | <u>6,772.26</u>        | <u>6,772.26</u>        | <u>1,960,702.00</u>  | <u>1,953,929.74</u>                  | <u>0.3%</u>                  |
| <b>Expenditures</b>                             |                        |                        |                      |                                      |                              |
| Accounting                                      | 5,774.30               | 5,774.30               | 50,000.00            | 44,225.70                            | 11.5%                        |
| Administration                                  | 5,392.67               | 5,392.67               | 68,000.00            | 62,607.33                            | 7.9%                         |
| Audit   | -                      | -                      | 6,500.00             | 6,500.00                             | 0.0%                         |
| Billing   | 5,231.03               | 5,231.03               | 53,000.00            | 47,768.97                            | 9.9%                         |
| Bank Charges                                    | 6.20                   | 6.20                   | 120.00               | 113.80                               | 5.2%                         |
| Director's Fees                                 | -                      | -                      | 6,000.00             | 6,000.00                             | 0.0%                         |
| Dues & Subscriptions                            | -                      | -                      | 1,400.00             | 1,400.00                             | 0.0%                         |
| Election and Publication                        | -                      | -                      | 25,000.00            | 25,000.00                            | 0.0%                         |
| Insurance and Bonds                             | 3,254.00               | 3,254.00               | 30,740.00            | 27,486.00                            | 10.6%                        |
| Legal   | 3,893.00               | 3,893.00               | 55,000.00            | 51,107.00                            | 7.1%                         |
| Website   | -                      | -                      | 2,500.00             | 2,500.00                             | 0.0%                         |
| Miscellaneous Expenses                          | -                      | -                      | 1,000.00             | 1,000.00                             | 0.0%                         |
| Office Supplies                                 | 771.89                 | 771.89                 | 5,000.00             | 4,228.11                             | 15.4%                        |
| Payroll Taxes-Directors                         | -                      | -                      | 459.00               | 459.00                               | 0.0%                         |
| Treasurer's Fees                                | -                      | -                      | 26,261.00            | 26,261.00                            | 0.0%                         |
| Treatment Charges                               | 407,886.25             | 407,886.25             | 1,631,548.00         | 1,223,661.75                         | 25.0%                        |
| Engineering                                     | -                      | -                      | 60,000.00            | 60,000.00                            | 0.0%                         |
| Utilities                                       | -                      | -                      | 4,000.00             | 4,000.00                             | 0.0%                         |
| Contingency                                     | -                      | -                      | 350,000.00           | 350,000.00                           | 0.0%                         |
| Emergency Reserve                               | -                      | -                      | 58,821.00            | 58,821.00                            | 0.0%                         |
| <b>Total Expenditures</b>                       | <u>432,209.34</u>      | <u>432,209.34</u>      | <u>2,435,349.00</u>  | <u>2,003,139.66</u>                  | <u>17.7%</u>                 |
| <b>Transfers and Other Sources (Uses)</b>       |                        |                        |                      |                                      |                              |
| Transfer to Enterprise Fund                     | -                      | -                      | -                    | -                                    |                              |
| <b>Total Transfers and Other Sources (Uses)</b> | <u>-</u>               | <u>-</u>               | <u>-</u>             | <u>-</u>                             |                              |
| Change in Fund Balance                          | (425,437.08)           | (425,437.08)           | (474,647.00)         | (49,209.92)                          |                              |
| Beginning Fund Balance                          | 1,452,114.66           | 1,452,114.66           | 870,415.00           | (581,699.86)                         |                              |
| <b>Ending Fund Balance</b>                      | <u>\$ 1,026,677.58</u> | <u>\$ 1,026,677.58</u> | <u>\$ 395,768.00</u> | <u>\$ (630,909.58)</u>               |                              |

**NORTHWEST LAKEWOOD SANITATION DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 1 Months Ending,**  
**January 31, 2024**  
**Enterprise Fund**

| <u>Account Description</u>                           | <u>Period Actual</u>    | <u>YTD Actual</u>       | <u>Budget</u>          | <u>Under/(Over)<br/>Budget</u> | <u>% of<br/>Budget</u> |
|--|-------------------------|-------------------------|------------------------|--------------------------------|------------------------|
| <b>Revenues</b>                                      |                         |                         |                        |                                |                        |
| Service Agreement-Westridge                          | \$ -                    | \$ -                    | \$ 4,000.00            | \$ 4,000.00                    | 0.0%                   |
| Service Agreement-Applewood                          | -                       | -                       | 14,400.00              | 14,400.00                      | 0.0%                   |
| Treatment Chgs-College Park                          | -                       | -                       | 288,784.00             | 288,784.00                     | 0.0%                   |
| Maintenance-College Park                             | -                       | -                       | 575,836.00             | 575,836.00                     | 0.0%                   |
| Facilities Renovation Fees                           | 580,978.83              | 580,978.83              | 2,350,000.00           | 1,769,021.17                   | 24.7%                  |
| Service Fees-Commercial                              | -                       | -                       | 44,000.00              | 44,000.00                      | 0.0%                   |
| Tap Fees   | -                       | -                       | 66,240.00              | 66,240.00                      | 0.0%                   |
| Grease Trap Inspection                               | 300.00                  | 300.00                  | 12,000.00              | 11,700.00                      | 2.5%                   |
| Interest Income                                      | 33,966.33               | 33,966.33               | 150,000.00             | 116,033.67                     | 22.6%                  |
| Transfer Service Fee                                 | 200.00                  | 200.00                  | 4,500.00               | 4,300.00                       | 4.4%                   |
| Inspection Fees                                      | -                       | -                       | 4,500.00               | 4,500.00                       | 0.0%                   |
| Permit Fees  | -                       | -                       | 600.00                 | 600.00                         | 0.0%                   |
| Denver Water Service Agreement                       | -                       | -                       | 36,000.00              | 36,000.00                      | 0.0%                   |
| <b>Total Revenues</b>                                | <u>615,445.16</u>       | <u>615,445.16</u>       | <u>3,550,860.00</u>    | <u>2,935,414.84</u>            | <u>17.3%</u>           |
| <b>Expenditures</b>                                  |                         |                         |                        |                                |                        |
| <b>Administrative</b>                                |                         |                         |                        |                                |                        |
| Billing  | 166.44                  | 166.44                  | 24,000.00              | 23,833.56                      | 0.7%                   |
| Legal  | -                       | -                       | 750.00                 | 750.00                         | 0.0%                   |
| Miscellaneous Expenses                               | -                       | -                       | 500.00                 | 500.00                         | 0.0%                   |
| Treasurer's Fees                                     | -                       | -                       | 450.00                 | 450.00                         | 0.0%                   |
| <b>Total Administrative</b>                          | <u>166.44</u>           | <u>166.44</u>           | <u>25,700.00</u>       | <u>25,533.56</u>               | <u>0.6%</u>            |
| <b>Operations and Maintenance</b>                    |                         |                         |                        |                                |                        |
| NWLSD Treatment Chg-College Pk                       | -                       | -                       | 288,784.00             | 288,784.00                     | 0.0%                   |
| Treatment Charges-Westridge                          | -                       | -                       | 10,200.00              | 10,200.00                      | 0.0%                   |
| Treatment Charges-Applewood                          | 2,500.00                | 2,500.00                | 3,800.00               | 1,300.00                       | 65.8%                  |
| Tap Fees-Metro's Portion                             | -                       | -                       | 33,120.00              | 33,120.00                      | 0.0%                   |
| Repairs & Maintenance-Lines                          | 610.26                  | 610.26                  | 45,000.00              | 44,389.74                      | 1.4%                   |
| COS-Grease Trap                                      | -                       | -                       | 9,500.00               | 9,500.00                       | 0.0%                   |
| COS-Locates  | 3,875.42                | 3,875.42                | 62,500.00              | 58,624.58                      | 6.2%                   |
| COS-Collection System Oversight                      | 6,444.88                | 6,444.88                | 100,000.00             | 93,555.12                      | 6.4%                   |
| COS-Daily Operations                                 | -                       | -                       | 16,000.00              | 16,000.00                      | 0.0%                   |
| COS-Emergency Service                                | 443.23                  | 443.23                  | -                      | (443.23)                       | 0.0%                   |
| COS-Maintenance                                      | 12,040.12               | 12,040.12               | 175,000.00             | 162,959.88                     | 6.9%                   |
| Utilities  | 24.90                   | 24.90                   | 250.00                 | 225.10                         | 10.0%                  |
| <b>Total Operations and Maintenance</b>              | <u>25,938.81</u>        | <u>25,938.81</u>        | <u>744,154.00</u>      | <u>718,215.19</u>              | <u>3.5%</u>            |
| <b>Capital Outlay</b>                                |                         |                         |                        |                                |                        |
| Sewer Lines/Eng./Observ.                             | 3,638.13                | 3,638.13                | 200,000.00             | 196,361.87                     | 1.8%                   |
| 2022 CIP   | 10,005.00               | 10,005.00               | -                      | (10,005.00)                    | 0.0%                   |
| 2023 CIP   | 104,580.10              | 104,580.10              | 2,136,675.00           | 2,032,094.90                   | 4.9%                   |
| <b>Total Capital</b>                                 | <u>118,223.23</u>       | <u>118,223.23</u>       | <u>2,336,675.00</u>    | <u>2,218,451.77</u>            | <u>5.1%</u>            |
| <b>Total Expenditures</b>                            | <u>144,328.48</u>       | <u>144,328.48</u>       | <u>3,106,529.00</u>    | <u>2,962,200.52</u>            | <u>4.6%</u>            |
| Excess (Deficiency) of Revenues<br>Over Expenditures | 471,116.68              | 471,116.68              | 444,331.00             | (26,785.68)                    |                        |
| Beginning Fund Balance                               | 13,825,589.75           | 13,825,589.75           | 6,070,313.00           | (7,755,276.75)                 |                        |
| <b>Ending Fund Balance</b>                           | <u>\$ 14,296,706.43</u> | <u>\$ 14,296,706.43</u> | <u>\$ 6,514,644.00</u> | <u>\$ (7,782,062.43)</u>       |                        |

**RESOLUTION 2024-2-1**

**NORTHWEST LAKEWOOD SANITATION DISTRICT  
JEFFERSON COUNTY, COLORADO**

---

**RESOLUTION DESIGNATING THE OFFICIAL CUSTODIAN  
OF RECORDS AND ADOPTING A POLICY ON RESPONDING TO  
OPEN RECORDS REQUESTS**

---

**WHEREAS**, pursuant to §32-1-1001(1)(h), C.R.S., the Board of Directors of the Northwest Lakewood Sanitation District (“District”) is responsible for the management, control and supervision of the business and affairs of the District; and

**WHEREAS**, pursuant to §32-1-1001(1)(i), C.R.S., the Board of Directors of the District has the authority to appoint an agent; and

**WHEREAS**, on May 28, 2014 the Board previously adopted Resolution 2014-5-1 Designating the Official Custodian of Records and Adopting a Policy on Responding to Open Records Requests (the “Prior Resolution”); and

**WHEREAS**, since the adoption of the Prior Resolution, changes in state law necessitate revisions to the policy on responding to open records requests and the Board has determined that it is appropriate to re-adopt a policy on responding to open records requests, as set forth herein; and

**WHEREAS**, the Board of Directors fully supports, and complies with, all Federal and State laws relating to the retention, protection and disclosure of District records including, but not limited to, the Colorado Open Records Act, Title 24, Article 72, Part 2, C.R.S. (“CORA”), the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), and the Privacy Rule promulgated by the U.S. Department of Health and Human Services which interprets and implements HIPAA; and

**WHEREAS**, it is the policy of the District that all public records shall be open for inspection by any person at reasonable times, except as otherwise provided by law; and

**WHEREAS**, public records are defined by CORA as all writings made or maintained by the District, regardless of the format or medium of the records, subject to certain exceptions, including certain e-mail communications; and

**WHEREAS**, the District maintains an archive of all e-mail messages for emergency backup purposes only; such archived e-mail communications are not individually retrievable and are specifically not intended to create a public record.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Northwest Lakewood Sanitation District that:

1. Construction Records.

(a) Special District Management Services, Inc., acting by and through one of its Managers, currently James Steven Beck, is hereby designated as the Official Custodian responsible for the maintenance, care and keeping of all records of the District, except as provided herein.

(b) The Official Custodian shall have the authority to designate such agents as the Official Custodian shall determine appropriate to perform any and all acts necessary to enforce and execute the provisions of this Resolution.

2. Policy on Responding to Open Records Request. The following are general policies concerning the release of records:

(a) All public records of the District shall be open for inspection at the times designated herein, unless prohibited by the provisions of CORA or policies adopted by the Board of Directors in conformance with CORA.

(b) Every request to inspect and/or copy any District record (a “Records Request”) shall be submitted to the District’s Official Custodian in writing and be specific as to the information desired. If not submitted to the Official Custodian, any District employee or Board Member that receives the Records Request shall immediately send the Records Request to the Official Custodian. To assist the Official Custodian in responding to requests in a timely and complete manner, the Official Custodian may require records requests to be submitted on a form developed by the Official Custodian.

(c) A copy of all Records Requests shall be forwarded to the District’s legal counsel by the Official Custodian or any other representative of the District.

(d) The District’s legal counsel shall determine the District’s obligations under applicable Federal and/or State law(s). If the District is permitted to make records available for inspection in whole or in part, the District’s legal counsel will so notify the District’s Official Custodian, who will assemble the disclosable requested documents for inspection and/or copying in accordance with applicable Federal or State law.

(e) If the District’s legal counsel determines the District is not permitted by Federal or State law to make records available for inspection in whole or in part, legal counsel shall provide a written response to the party submitting the Records Request stating the legal basis upon which the Records Request in whole or in part is being denied.

(f) Following the denial of a Records Request and upon receipt of the required written notice from the requesting party of said party's intent to seek relief from the District Court, the Official Custodian will attempt to meet in-person or speak by telephone with the requesting party. District personnel are encouraged to utilize all means to attempt to resolve the dispute during this time period and will provide a written summary of the District's position at the end of that period to the requesting party and to the District's Board of Directors. No phone or in-person conference is required if the written notice indicates that the requesting party needs access to the record on an expedited basis.

(g) Pursuant to CORA, all records must be made available for inspection within three (3) working days from the Official Custodian's receipt of the request, unless extenuating circumstances exist. The deadline may be extended by seven (7) working days if extenuating circumstances exist and the requesting party is notified of the delay within three (3) working days of the Official Custodian's receipt of the request. The Official Custodian may set the time, which shall be during normal office hours, and the place for records to be inspected, and require that the Official Custodian or a delegated employee be present while the records are examined.

(h) A public record stored in a digital format that is neither searchable nor sortable will be provided in a digital format. A public record stored in a digital format that is searchable and/or sortable will be provided in such digital format, unless (1) the public record is in a searchable or sortable format and producing the record in the requested format would violate the terms of any copyright or licensing agreement between the District and a third party; (2) producing the record would result in the release of a third party's proprietary information; (3) after making reasonable inquiries, it is not technologically or practically feasible to provide a copy of the record in a searchable or sortable format; or (4) if the Official Custodian would be required to purchase software or create additional programming functionality in its existing software to remove the protected information. A public record available in digital format shall be provided in digital format by electronic mail or by another method, as agreed on by the requesting individual and the Official Custodian.

(i) Altering an existing digital public record, or excising fields of information that the Official Custodian is either required or permitted to withhold under this subsection, does not constitute the creation of a new public record under Section (2)(i)(iv) of this Resolution.

(j) The Custodian may charge the following fees (collectively, the "Fees") for responding to a Records Request:

(i) Printouts, photographs, and copies, when requested, will be provided at a cost of twenty-five cents (\$0.25) per standard page, and at the actual costs of production for any non-standard page (the "Copying Fee"), except that no per-page fee

will be charged for providing records in a digital or electronic format. A standard page shall mean an 8.5-inch by 11-inch black and white copy.

(ii) When it is impractical to make the copy, printout, or photograph of the requested record at the place where the record is kept, the Official Custodian may allow arrangements to be made for the copy, printout, or photograph to be made at other facilities and the cost of providing the requested records will be paid by the person making the request (the “Outside Copying Fee”).

(iii) If a copy, printout or photograph of a public record is necessary or requested to be provided in a format other than a standard page, the costs will be assessed at the actual cost of production (the “Production Fee”).

(iv) If data must be manipulated in order to generate a record in a form not otherwise used by the District, such data manipulation will be assessed at the actual costs to the District (the “Manipulation Fee”); however, the District is in no way obligated to generate a record that is not otherwise kept, made, or maintained by the District.

(v) The cost for transmitting the requested records will be charged at the actual cost of such delivery (the “Transmission Fee”). Transmission Fees will not be charged for transmitting any record via electronic mail, when requested.

(vi) When the location or existence of specific documents must be researched and the documents must be retrieved, sorted or reviewed for applicability to the request, and such process requires more than one (1) hour of staff time, the Custodian may charge a research and retrieval fee not to exceed thirty-three dollars and fifty-eight cents (\$33.58) per hour, or the maximum amount allowed by the Executive Committee of the State Legislative Council, whichever is greater (the “Research and Retrieval Fee”).

(vii) If any requested records are protected by a privilege (for example, but not limited to, the work product or attorney-client privileges) the District may charge the actual costs of creating a privilege log identifying the privileged records (the “Privilege Fee”). If legal assistance or review is necessary to create the privilege log, the Privilege Fee may include the actual costs for such legal assistance.

(k) The District may require a deposit to cover the estimated cost prior to commencing work to produce the records. Payment of the remainder of the Fees, including all actual costs exceeding the estimated amount, must be made prior to the time of inspection or release of the final work product or copies. All payments of Fees, including deposits, may be made via cash or check; or credit card, debit card, or electronic payment but only if at the time the records request is received the District allows payment for services or products via debit card, debit card or electronic payment.

(l) No person shall be permitted to inspect or copy any records of the District if, in the opinion of the Official Custodian after consultation with the District's legal counsel, such inspection or copying would come within the prohibition of one or more exemptions set forth in CORA.

(m) Except as required by Section 24-72-204(3.5)(g), C.R.S. and except when a requested record is confidential and accessible only on the basis that the requester is the person in interest, no form of identification shall be required to request or inspect public records.

3. Severability. If any part, section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

4. Repealer. All resolutions, or parts thereof, in conflict with this Resolution, including but not limited to the Prior Resolution, are hereby repealed, provided that this section shall not repeal the repealer clauses of any prior resolutions or hereby revive any resolutions previously repealed.

5. Effective Date. This Resolution shall take effect and be enforced immediately upon its approval by the Board of Directors of the District.

The foregoing Resolution was approved and adopted this \_\_\_\_\_ day of February, 2024.

NORTHWEST LAKEWOOD SANITATION  
DISTRICT

By: \_\_\_\_\_  
Greg Fabisiak, President

Attest:

\_\_\_\_\_  
Jim Zimmerman, Secretary

**FIRST AMENDMENT**  
**TO**  
**AGREEMENT FOR EMERGENCY**  
**AND**  
**NON-EMERGENCY MAINTENANCE SERVICES**

**THIS FIRST AMENDMENT TO AGREEMENT FOR EMERGENCY AND NON-EMERGENCY MAINTENANCE SERVICES** (“First Amendment”) is made and entered into this \_\_\_ day of \_\_\_\_\_ 2024, to be effective as of January 1, 2024 (“Effective Date”), by and between the **NORTHWEST LAKEWOOD SANITATION DISTRICT**, a quasi-municipal corporation and political subdivision of the State of Colorado (“District”), and **RAMEY ENVIRONMENTAL COMPLIANCE, INC**, a Colorado corporation (“Contractor”) whose address is PO Box 99, Firestone, Colorado 80520, telephone number 303-833-5505.

**RECITALS**

**WHEREAS**, District and Contractor entered into an Agreement for Emergency and Non-Emergency Maintenance Services dated to be effective January 1, 2023 for an initial term that expires December 31, 2023 (“Agreement”), and that automatically renews on the same terms and conditions for two (2) separate, successive periods of one calendar year each; and

**WHEREAS**, Contractor has proposed an increase in rates for Calendar year 2024, the second year of the Agreement, which is acceptable to District; and

**WHEREAS**, District and Contractor desire to amend the Agreement, effective January 1, 2024, to provide for Contractor’s proposed rate increase, as more particularly set forth below.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. **2024 Rates and Rate Schedule**. Paragraph 10 of the Agreement and **Exhibit A**, as attached thereto are hereby deleted in their entirety from the Agreement and a new Paragraph 10 as set forth below and a new **Exhibit A** (consisting of one page) as attached hereto is substituted in their place:

10. **Compensation**. For Emergency Services performed under this Agreement the District shall compensate the Contractor on the time and material basis in accordance with the hourly rates and prices that are more particularly set forth on **Exhibit A** to the First Amendment to the Agreement, which **Exhibit A** is attached hereto and incorporated herein by this reference. For Task I Services, excluding Locate Services, total compensation to



Contractor for work performed during any calendar year during the Term of this Agreement shall not exceed \$275,000 without the Districts prior written consent. Compensation for Grease Trap Inspection Services shall not exceed \$1,802 per quarter without the District's prior written consent. Inspection and Locate Services shall be performed on a time and material basis, same as Task II, Emergency Services.

The compensation to Contractor as provided for by this Agreement is entire and complete. Contractor has not received and will not receive any other compensation in connection with this Agreement. Contractor warrants that it has not paid or has promised to pay compensation to anyone (except District approved subcontractors and Contractors officers and employees) in order to obtain this Agreement. It is further understood and agreed that Contractor will contract with and directly pay all subcontractors, if any, retained by Contractor for any Services or portion thereof that are provided by subcontractor.

2. **Scope of Services.** Contractor's Scope of Services shall remain unchanged.

3. **Reaffirmance of Agreement.** Upon execution of this First Amendment by the Parties hereto, the Agreement shall remain in full force and effect, as amended by this First Amendment. In event of a conflict between the terms and provisions of this First Amendment and the Agreement, this First Amendment shall control.

**IN WITNESS WHEREOF**, the Parties have executed this First Amendment to the Agreement, as of the date first above written to be effective as of January 1, 2024.

**DISTRICT:**  
**NORTHWEST LAKEWOOD**  
**SANITATION DISTRICT**, a quasi-  
municipal corporation and political subdivision  
of the State of Colorado

By: \_\_\_\_\_  
Greg Fabisiak, President

**Attest:**

\_\_\_\_\_  
Cici Kesler, Secretary

**Approved as to Form:**

\_\_\_\_\_  
Timothy J. Flynn

This First Amendment is accepted by:

**RAMEY ENVIRONMENTAL  
COMPLIANCE**, a Colorado corporation

By: \_\_\_\_\_  
Wayne Ramey, President

**Attest:**

\_\_\_\_\_  
Linda Ramey, Secretary

By execution of this First Amendment, signer certifies that he or she is authorized to accept and bind Contractor to the terms of this First Amendment.

**EXHIBIT A**

| <b>Northwest Lakewood Sanitation District</b>   |                    |
|---|--------------------|
| <b>Sanitary Sewer Collection System Scope of Work</b>   |                    |
| <b>Task Description and Cost Estimate</b>   |                    |
| <b>PROJECT TASK SERIES</b>  |                    |
|   | <b>2024</b>        |
| <b>TASK #1 - Operator in Responsible in Charge and other Services</b>   |                    |
| Monthly base fee  | \$ 5,786.87        |
| Customer Compliants/Inquiries   | \$ 83.20           |
| Locates   |                    |
| Tier 1  | \$ 20.51           |
| Tier 2  | \$ 40.45           |
| Tier 3  | \$ 83.20           |
| Tier 4  | \$ 83.20           |
| <b>Inspection - per hour</b>  | <b>\$ 94.76</b>    |
| Inspection Services   |                    |
| Video Tape Review   |                    |
| Manhole Inspection - PACP   |                    |
| Discharge Monitoring - per hour   | \$ 88.98           |
| Grease Trap Inspections (30 per quarter)  | \$ 60.09           |
| Additional Supplies ( marking paint etc.)   | <b>Direct Cost</b> |
| <b>Preventative Maintenance Services</b>  |                    |
| Sewer Line Cleaning based annually - per foot   | <b>0.56</b>        |
| Root Cutting based annually - per foot  | <b>0.74</b>        |
| Televising based annually - per foot  | <b>0.74</b>        |
| Accelerated Maintenance Items   |                    |
| Hot Spots (maintenance frequency varies - weekly, monthly, quarterly, semi-annual and annual - will be billed out separately. This is an estimate only and all work will be identified in monthly report. |                    |
| <b>TASK #2 - Emergency Services</b>   |                    |
| On-Call Services ( hours not during normal working hours)   | \$ 443.23          |
| Emergency Call outs ( 1 per month)  | \$ 335.12          |
| <b>TASK #3 - Additional Maintenance Services</b>  |                    |
| Sewer Line Cleaning based annually - per foot   | <b>0.56</b>        |
| Root Cutting based annually - per foot  | <b>0.74</b>        |
| Televising based annually - per foot  | <b>0.74</b>        |
| Accelerated Maintenance Items   |                    |
| Hot Spots (maintenance frequency varies - weekly, monthly, quarterly, semi-annual and annual - will be billed out separately. This is an estimate only and all work will be identified in monthly report. |                    |
| All Easement Cleaning (includes Jet Vac Truck) - per hour   | \$ 451.00          |
| All Confined Space Entry - not included in routine work - per hour  | \$ 365.00          |



# Databases, Tables & Calculators by Subject

Change Output Options:

From:  To:  [GO](#)

include graphs  include annual averages

[More Formatting Options](#)

Data extracted on: January 11, 2024 (12:16:10 PM)

## Consumer Price Index for All Urban Consumers (CPI-U)

**Series Id:** CUURS48BSAS,CUUSS48BSAS  
 Not Seasonally Adjusted  
**Series Title:** Services in Denver-Aurora-Lakewood, CO, all urban consumers, not seasonally adjusted  
**Area:** Denver-Aurora-Lakewood, CO  
**Item:** Services  
**Base Period:** 1982-84=100

Download: [xlsx](#)

| Year | Jan     | Feb     | Mar     | Apr     | May     | Jun     | Jul     | Aug     | Sep     | Oct     | Nov     | Dec | Annual  | HALF1   | HALF2   |
|------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|-----|---------|---------|---------|
| 2013 |         |         |         |         |         |         |         |         |         |         |         |     | 278.863 | 275.516 | 282.210 |
| 2014 |         |         |         |         |         |         |         |         |         |         |         |     | 291.036 | 287.809 | 294.263 |
| 2015 |         |         |         |         |         |         |         |         |         |         |         |     | 302.235 | 298.921 | 305.548 |
| 2016 |         |         |         |         |         |         |         |         |         |         |         |     | 316.858 | 313.759 | 319.957 |
| 2017 |         |         |         |         |         |         |         |         |         |         | 337.101 |     | 331.355 | 328.053 | 334.656 |
| 2018 | 339.278 |         | 340.321 | 341.396 | 341.994 | 342.864 | 345.436 | 341.908 | 339.971 | 343.845 |         |     |         |         |         |
| 2019 | 344.917 | 348.089 | 348.021 | 352.012 | 356.690 | 355.996 | 351.219 | 347.397 | 355.042 |         |         |     |         |         |         |
| 2020 | 356.266 | 356.868 | 360.291 | 362.786 | 360.280 | 356.999 | 358.776 | 358.540 | 359.012 |         |         |     |         |         |         |
| 2021 | 356.546 | 357.734 | 364.184 | 367.904 | 367.380 | 372.657 | 365.011 | 360.127 | 369.894 |         |         |     |         |         |         |
| 2022 | 375.548 | 383.756 | 387.545 | 390.949 | 395.256 | 400.853 | 390.000 | 383.378 | 396.622 |         |         |     |         |         |         |
| 2023 | 403.364 | 408.213 | 414.782 | 422.307 | 424.079 | 426.224 | 417.311 | 410.047 | 424.575 |         |         |     |         |         |         |

## 12-Month Percent Change

**Series Id:** CUURS48BSAS,CUUSS48BSAS  
 Not Seasonally Adjusted  
**Series Title:** Services in Denver-Aurora-Lakewood, CO, all urban consumers, not seasonally adjusted  
**Area:** Denver-Aurora-Lakewood, CO  
**Item:** Services  
**Base Period:** 1982-84=100

Download: [xlsx](#)

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Annual | HALF1 | HALF2 |
|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------|-------|-------|
| 2013 |     |     |     |     |     |     |     |     |     |     |     |     | 4.0    | 3.5   | 4.5   |
| 2014 |     |     |     |     |     |     |     |     |     |     |     |     | 4.4    | 4.5   | 4.3   |
| 2015 |     |     |     |     |     |     |     |     |     |     |     |     | 3.8    | 3.9   | 3.8   |
| 2016 |     |     |     |     |     |     |     |     |     |     |     |     | 4.8    | 5.0   | 4.7   |
| 2017 |     |     |     |     |     |     |     |     |     |     |     |     | 4.6    | 4.6   | 4.6   |
| 2018 |     |     |     |     |     |     |     | 2.5 | 3.2 | 3.6 | 2.7 |     |        |       |       |
| 2019 | 1.7 | 2.3 | 1.9 | 2.9 | 4.0 | 3.1 | 2.7 | 2.2 | 3.3 |     |     |     |        |       |       |
| 2020 | 3.3 | 2.5 | 3.5 | 3.1 | 1.0 | 0.3 | 2.2 | 3.2 | 1.1 |     |     |     |        |       |       |
| 2021 | 0.1 | 0.2 | 1.1 | 1.4 | 2.0 | 4.4 | 1.7 | 0.4 | 3.0 |     |     |     |        |       |       |
| 2022 | 5.3 | 7.3 | 6.4 | 6.3 | 7.6 | 7.6 | 6.8 | 6.5 | 7.2 |     |     |     |        |       |       |
| 2023 | 7.4 | 6.4 | 7.0 | 8.0 | 7.3 | 6.3 | 7.0 | 7.0 | 7.0 |     |     |     |        |       |       |

**EXHIBIT B**

| <b>Northwest Lakewood Sanitation District</b>   |                    |
|---|--------------------|
| <b>Sanitary Sewer Collection System Scope of Work</b>   |                    |
| <b>Task Description and Cost Estimate</b>   |                    |
| <b>PROJECT TASK SERIES</b>  |                    |
| <b>2024</b>   |                    |
| <b>TASK #1 - Operator in Responsible in Charge and other Services</b>   |                    |
| Monthly base fee  | \$ 5,786.87        |
| Customer Compliants/Inquiries   | \$ 83.20           |
| Locates   |                    |
| Tier 1  | \$ 20.51           |
| Tier 2  | \$ 40.45           |
| Tier 3  | \$ 83.20           |
| Tier 4  | \$ 83.20           |
| <b>Inspection - per hour</b>  | <b>\$ 94.76</b>    |
| Inspection Services   |                    |
| Video Tape Review   |                    |
| Manhole Inspection - PACP   |                    |
| Discharge Monitoring - per hour   | \$ 88.98           |
| Grease Trap Inspections (30 per quarter)  | \$ 60.09           |
| Additional Supplies ( marking paint etc.)   | <b>Direct Cost</b> |
| <b>Preventative Maintenance Services</b>  |                    |
| Sewer Line Cleaning based annually - per foot   | <b>0.56</b>        |
| Root Cutting based annually - per foot  | <b>0.74</b>        |
| Televising based annually - per foot  | <b>0.74</b>        |
| Accelerated Maintenance Items   |                    |
| Hot Spots (maintenance frequency varies - weekly, monthly, quarterly, semi-annual and annual - will be billed out separately. This is an estimate only and all work will be identified in monthly report. |                    |
| <b>TASK #2 - Emergency Services</b>   |                    |
| On-Call Services ( hours not during normal working hours)   | \$ 443.23          |
| Emergency Call outs ( 1 per month)  | \$ 335.12          |
| <b>TASK #3 - Additional Maintenance Services</b>  |                    |
| Sewer Line Cleaning based annually - per foot   | <b>0.56</b>        |
| Root Cutting based annually - per foot  | <b>0.74</b>        |
| Televising based annually - per foot  | <b>0.74</b>        |
| Accelerated Maintenance Items   |                    |
| Hot Spots (maintenance frequency varies - weekly, monthly, quarterly, semi-annual and annual - will be billed out separately. This is an estimate only and all work will be identified in monthly report. |                    |
| All Easement Cleaning (includes Jet Vac Truck) - per hour   | \$ 451.00          |
| All Confined Space Entry - not included in routine work - per hour  | \$ 365.00          |

February 20, 2024

Steve Beck  
Northwest Lakewood Sanitation District  
141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228

Re: Northwest Lakewood Sanitation District – 2023 Sanitary Sewer Improvements  
Martin/Martin, Inc. Project No.: 17.0638.C.10

Dear Mr. Beck,

Attached is the Application for Payment Number Three for work completed on the Northwest Lakewood Sanitation District – 2023 Sanitary Sewer Improvements project through the January 22, 2023. This is the final pay application for the project and 100% of the project has been completed, including point repairs and CIPP lining improvements, as outlined in the attached spreadsheet.

This application for payment includes Change Order CO3, which accounts for quantity adjustments needed to complete the project. Minor adjustments have been made for an additional service reconnection and a gate required for access to a MH located in a back lot easement.

Martin/Martin recommends approval of Application for Payment Number Two, and a check prepared to Insituform Technologies, LLC in the amount of **\$99,351.09**. This amount reflects a retainage of \$5,229.01 for this pay application and a total retainage of \$51,780.61. Retainage withheld is based on the required 5% of each pay request application.

If you have any questions, please feel free to contact me at your convenience.

Sincerely,

A handwritten signature in blue ink that reads 'Bill Willis'.

Bill Willis, P.E.  
Principal

Cc: Alex Fonov – Insituform Technologies, LLC



**PAY APPLICATION #3**

Project: Northwest Lakewood Sanitation District -  
2023 Sanitary Sewer Improvements  
Owner: Northwest Lakewood Sanitation District  
Contractor: Insituform Technologies, LLC  
For Period: Thru 01.22.2024

Date: February 20, 2024  
Job No. 17.0638.C.10  
Prep. By: BLT  
Chkd. By: BPW

---

|   |                 |
|---|-----------------|
| Original Contract Price                                 | \$ 923,564.00   |
| Additions to Original Contract Price                    | \$ 112,048.10   |
| Revised Contract Price                                  | \$ 1,035,612.10 |
| <br>  |                 |
| Total Work Completed to Date                            | \$ 1,035,612.10 |
| Less Retainage (5% of each pay request of the contract) | \$ 51,780.61    |
| Net Earned  | \$ 983,831.49   |
| <br>  |                 |
| Plus Net Material and Equipment Stored On Site          | \$ 0.00         |
| Sub Total   | \$ 983,831.49   |
| <br>  |                 |
| Less Previous Payments                                  | \$ 884,480.40   |
| Amount Due This Application                             | \$ 99,351.09    |

The undersigned Contractor certifies that: the amounts and values contained herein are correct; all work has been performed and/or supplied in accordance with the requirements of the Contract; no part of the Amount Due This Application has been received; title to all work, material, and/or equipment covered by this Application for payment will pass to Owner at time of payment, free and clear of all liens, claims, and encumbrances.

Contractor: Insituform Technologies, LLC

By: \_\_\_\_\_ (See Attached Invoice) \_\_\_\_\_ Date: 02.20.2024

This Application for Payment meets the requirements of the Contract and payment of the Amount Due is recommended.

MARTIN/MARTIN, Inc.

By: Bill Willis \_\_\_\_\_ Date: 02.20.2024



**CHANGE ORDER #3**

Project: Northwest Lakewood Sanitation District -  
2023 Sanitary Sewer Improvements  
Owner: Northwest Lakewood Sanitation District  
Contractor: Insituform Technologies, LLC

Date: February 20, 2024  
Job No. 17.0638.C.10  
Prep. By: BLT  
Chkd. By: BW

| Nature of Change<br>(Reason, Item, Units) | Price Change<br>(Add/Deduct) | Time Change<br>(Add/Deduct) |
|---|------------------------------|-----------------------------|
| See Attachment "A"                        |                              |                             |

These Changes result in the following adjustment of Contract price and Contract Time:

|  |                |
|--|----------------|
| Contract Price Prior to This Change Order          | \$1,031,632.70 |
| Net Increase Resulting from this Change Order      | \$3,979.40     |
| Current Contract Price Including this Change Order | \$1,035,612.10 |

The above changes are approved:

MARTIN/MARTIN, INC.

BY:  Date: February 20, 2024

The above changes are accepted:

Contractor:

BY: \_\_\_\_\_ Date: \_\_\_\_\_



**Change Order Number 3**  
Attachment "A"

Nature of Change (Reason, Item, Units)  
(Add/Deduct)

Price Change

Bid Schedules A, B & C

|   |           |                   |
|---|-----------|-------------------|
| 1. C8b. Add: 1 EA Service Reconnection @ \$103.00/EA (8 EA Total). Actual field quantity did not match bid quantity. Final quantity verified by M/M.  | Sub-Total | \$103.00          |
| 2. C52. Add: 1 LS Install Gate @ \$3,876.40/LS (1 LS Total). Gate added to backlot fence that was constructed over MH BZ-1A to allow future MH access | Sub-Total | \$3,876.40        |
| <b>Sub-Total Schedule:</b>  |           | <b>\$3,979.40</b> |

|                                      |                              |
|--------------------------------------|------------------------------|
| Original Contract Amount:            | \$923,564.00                 |
| Total Change Order 1 Adjustment:     | \$148,481.50                 |
| Total change Order 2 Adjustment:     | (\$40,412.80)                |
| Total change Order 3 Adjustment:     | \$3,979.40                   |
| <b>Revised Total Contract Price:</b> | <b><u>\$1,035,612.10</u></b> |

EXCEL SHEET







February 20, 2023

Steve Beck  
Northwest Lakewood Sanitation District  
141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228

Re: Northwest Lakewood Sanitation District – 2023 Sanitary Sewer Improvements  
Martin/Martin, Inc. Project No.: 17.0638.C.10

Attached is Application for Retainage Release for work completed on the NWLSD 2023 Sanitary Sewer Improvements. To date, one-hundred percent (100%) of the job has been completed. Advertisement of the Notice of Contractor's Settlement has published February 15<sup>th</sup> and February 22<sup>nd</sup>, 2023. If no claims are received by 4:00 am February 28<sup>th</sup>, the held retainage can be released.

MARTIN/MARTIN recommends approval of Application for Retainage Release conditional on no claims being received by the indicated date, and a check be prepared to Insituform Technologies in the amount of **\$51,780.61**.

If you have any questions, please feel free to contact me at your convenience.

Sincerely,

A handwritten signature in blue ink that reads 'Bill Willis'.

Bill Willis, P.E.  
Principal

Cc: Alex Fonov – Insituform Technologies, LLC



**RETAINAGE RELEASE**

Project: Northwest Lakewood Sanitation District - 2023 Sanitary Sewer Improvements  
Date: February 21, 2024  
Owner: Northwest Lakewood Sanitation District  
Job No. 17.0638.C.10  
Contractor: Insituform Technologies, LLC  
Prep. By: BLT  
For Period: Thru 02.28.2024  
Chkd. By: BPW

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|   |                 |
|---|-----------------|
| Original Contract Price                                 | \$ 923,564.00   |
| Additions to Original Contract Price                    | \$ 112,048.10   |
| Revised Contract Price                                  | \$ 1,035,612.10 |
| <br>  |                 |
| Total Work Completed to Date                            | \$ 1,035,612.10 |
| Less Retainage (5% of each pay request of the contract) | \$ 0.00         |
| Net Earned  | \$ 1,035,612.10 |
| <br>  |                 |
| Plus Net Material and Equipment Stored On Site          | \$ 0.00         |
| Sub Total   | \$ 1,035,612.10 |
| <br>  |                 |
| Less Previous Payments                                  | \$ 983,831.49   |
| Amount Due This Application                             | \$ 51,780.61    |

The undersigned Contractor certifies that: the amounts and values contained herein are correct; all work has been performed and/or supplied in accordance with the requirements of the Contract; no part of the Amount Due This Application has been received; title to all work, material, and/or equipment covered by this Application for payment will pass to Owner at time of payment, free and clear of all liens, claims, and encumbrances.

Contractor: Insituform Technologies, LLC

By: (See Attached Invoice) \_\_\_\_\_ Date: \_\_\_\_\_

This Application for Payment meets the requirements of the Contract and payment of the Amount Due is recommended.

MARTIN/MARTIN, Inc.

By: Bill Willis \_\_\_\_\_ Date: 02.21.2024

**MARTIN/MARTIN**

PROJ. NAME: NWLSD 2023 SANITARY SEWER IMPROVEMENTS Date: 02/20/2024  
 FOR PERIOD: Through 01/22/2024 Job No.: 17,0638, C.10  
 OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT Prep. By: BLT  
 ENGINEER: MARTIN/MARTIN, INC. Contractor: INSTITUTEFORM TECHNOLOGIES Chkd By: BW

| Bid Item  | Unit | Original Quantity | C.O. NO. | Revised Qty. | Unit Price    | Totals       |         | Total Previous |        | This Estimate |        | Total to Date |        |
|---|------|-------------------|----------|--------------|---------------|--------------|---------|----------------|--------|---------------|--------|---------------|--------|
|   |      |                   |          |              |               | Original     | Revised | Qty.           | Amount | Qty.          | Amount | Qty.          | Amount |
| <b>Bid Schedule A (Point Repairs)</b>           |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| A1  | LS   | 1                 |          |              | \$ 25,654.00  | \$ 25,654.00 |         |                |        |               |        |               |        |
| A1a   | LS   | 1                 |          |              | \$ 5,800.00   | \$ 5,800.00  |         |                |        |               |        |               |        |
| A1b   | LS   | 1                 |          |              | \$ 3,379.00   | \$ 3,379.00  |         |                |        |               |        |               |        |
| A1c   | LS   | 1                 |          |              | \$ 1,349.00   | \$ 1,349.00  |         |                |        |               |        |               |        |
| A1d   | EA   | 1                 |          |              | \$ 4,241.00   | \$ 4,241.00  |         |                |        |               |        |               |        |
| A1e   | LS   | 1                 |          |              | \$ 1,677.00   | \$ 1,677.00  |         |                |        |               |        |               |        |
| A1f   | LS   | 1                 |          |              | \$ 2,259.00   | \$ 2,259.00  |         |                |        |               |        |               |        |
| A2  | LF   | 10                |          |              | \$ 16,130.00  | \$ 16,130.00 |         |                |        |               |        |               |        |
| A2a   | LF   | 5                 |          |              | \$ 8,400.00   | \$ 8,400.00  |         |                |        |               |        |               |        |
| A2b   | LF   | 5                 |          |              | \$ 5,646.00   | \$ 5,646.00  |         |                |        |               |        |               |        |
| A2c   | LF   | 15                |          |              | \$ 1,730.00   | \$ 2,595.00  |         |                |        |               |        |               |        |
| A2d   | LF   | 15                |          |              | \$ 142.00     | \$ 2,130.00  |         |                |        |               |        |               |        |
| A2e   | EA   | 1                 |          |              | \$ 4,249.00   | \$ 4,249.00  |         |                |        |               |        |               |        |
| A2f   | EA   | 1                 |          |              | \$ 3,354.00   | \$ 3,354.00  |         |                |        |               |        |               |        |
| A2g   | LS   | 1                 |          |              | \$ 3,584.00   | \$ 3,584.00  |         |                |        |               |        |               |        |
| A2h   | LS   | 1                 |          |              | \$ 3,584.00   | \$ 3,584.00  |         |                |        |               |        |               |        |
| A3  | LF   | 6                 |          |              | \$ 2,648.00   | \$ 15,888.00 |         |                |        |               |        |               |        |
| A3a   | LF   | 1                 |          |              | \$ 6,704.00   | \$ 6,704.00  |         |                |        |               |        |               |        |
| A3b   | LF   | 2                 |          |              | \$ 222.00     | \$ 1,332.00  |         |                |        |               |        |               |        |
| A3c   | LF   | 2                 |          |              | \$ 225.00     | \$ 1,350.00  |         |                |        |               |        |               |        |
| A3d   | EA   | 1                 |          |              | \$ 4,241.00   | \$ 4,241.00  |         |                |        |               |        |               |        |
| A3e   | LS   | 1                 |          |              | \$ 1,677.00   | \$ 1,677.00  |         |                |        |               |        |               |        |
| A3f   | LS   | 1                 |          |              | \$ 1,623.00   | \$ 1,623.00  |         |                |        |               |        |               |        |
| A3g   | LS   | 1                 |          |              | \$ 21,714.00  | \$ 21,714.00 |         |                |        |               |        |               |        |
| A4  | LS   | 1                 |          |              | \$ 7,888.00   | \$ 7,888.00  |         |                |        |               |        |               |        |
| A4a   | LS   | 1                 |          |              | \$ 1,810.00   | \$ 1,810.00  |         |                |        |               |        |               |        |
| A4b   | LS   | 1                 |          |              | \$ 1,349.00   | \$ 1,349.00  |         |                |        |               |        |               |        |
| A4c   | LS   | 1                 |          |              | \$ 3,584.00   | \$ 3,584.00  |         |                |        |               |        |               |        |
| A4d   | LS   | 1                 |          |              | \$ 1,917.00   | \$ 1,917.00  |         |                |        |               |        |               |        |
| A4e   | LS   | 1                 |          |              | \$ 2,284.00   | \$ 2,284.00  |         |                |        |               |        |               |        |
| A4f   | LS   | 1                 |          |              | \$ 934.00     | \$ 934.00    |         |                |        |               |        |               |        |
| A4g   | LS   | 1                 |          |              | \$ 160,542.00 | \$ 79,413.00 |         |                |        |               |        |               |        |
| A5  | LS   | 1                 |          |              | \$ 1,917.00   | \$ 1,917.00  |         |                |        |               |        |               |        |
| A5a   | LS   | 1                 |          |              | \$ 2,284.00   | \$ 2,284.00  |         |                |        |               |        |               |        |
| A5b   | LS   | 1                 |          |              | \$ 934.00     | \$ 934.00    |         |                |        |               |        |               |        |
| A5c   | LS   | 1                 |          |              | \$ 160,542.00 | \$ 79,413.00 |         |                |        |               |        |               |        |
| <b>Sub-Total A</b>                              |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| <b>Bid Schedule B (Full Remove and Replace)</b> |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| B1  | LS   | 1                 |          |              | \$ 9,533.00   | \$ 9,533.00  |         |                |        |               |        |               |        |
| B1a   | LS   | 1                 |          |              | \$ 14,009.00  | \$ 14,009.00 |         |                |        |               |        |               |        |
| B1b   | LF   | 63                |          |              | \$ 278.00     | \$ 17,514.00 |         |                |        |               |        |               |        |
| B1c   | LF   | 63                |          |              | \$ 47.00      | \$ 2,961.00  |         |                |        |               |        |               |        |
| B1d   | EA   | 1                 |          |              | \$ 4,280.00   | \$ 4,280.00  |         |                |        |               |        |               |        |
| B1e   | EA   | 1                 |          |              | \$ 4,706.00   | \$ 4,706.00  |         |                |        |               |        |               |        |
| B1f   | LS   | 1                 |          |              | \$ 2,542.00   | \$ 2,542.00  |         |                |        |               |        |               |        |
| B1g   | LS   | 1                 |          |              | \$ 48,304.00  | \$ 48,304.00 |         |                |        |               |        |               |        |
| <b>Sub-Total B</b>                              |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| <b>Bid Schedule C (Full GIPP Linings)</b>       |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| C1  | LF   | 386               |          |              | \$ 33.00      | \$ 13,068.00 |         |                |        |               |        |               |        |
| C1a   | EA   | 9                 |          |              | \$ 95.00      | \$ 855.00    |         |                |        |               |        |               |        |
| C1b   | EA   | 1                 |          |              | \$ 386.00     | \$ 386.00    |         |                |        |               |        |               |        |
| C2  | LF   | 303               |          |              | \$ 36.00      | \$ 10,908.00 |         |                |        |               |        |               |        |
| C2a   | EA   | 6                 |          |              | \$ 107.00     | \$ 642.00    |         |                |        |               |        |               |        |
| C2b   | EA   | 6                 |          |              | \$ 107.00     | \$ 642.00    |         |                |        |               |        |               |        |
| C3  | LF   | 271               |          |              | \$ 38.00      | \$ 10,298.00 |         |                |        |               |        |               |        |
| C3a   | EA   | 7                 |          |              | \$ 102.00     | \$ 714.00    |         |                |        |               |        |               |        |
| C3b   | EA   | 7                 |          |              | \$ 102.00     | \$ 714.00    |         |                |        |               |        |               |        |
| C4  | LF   | 404               |          |              | \$ 33.00      | \$ 13,332.00 |         |                |        |               |        |               |        |
| C4a   | EA   | 8                 |          |              | \$ 102.00     | \$ 816.00    |         |                |        |               |        |               |        |
| C4b   | EA   | 8                 |          |              | \$ 102.00     | \$ 816.00    |         |                |        |               |        |               |        |
| C5  | LF   | 261               |          |              | \$ 39.00      | \$ 10,179.00 |         |                |        |               |        |               |        |
| C5a   | EA   | 4                 |          |              | \$ 120.00     | \$ 480.00    |         |                |        |               |        |               |        |
| C5b   | EA   | 4                 |          |              | \$ 120.00     | \$ 480.00    |         |                |        |               |        |               |        |
| C6  | LF   | 275               |          |              | \$ 45.00      | \$ 12,375.00 |         |                |        |               |        |               |        |
| C6a   | EA   | 7                 |          |              | \$ 103.00     | \$ 721.00    |         |                |        |               |        |               |        |
| C6b   | EA   | 7                 |          |              | \$ 103.00     | \$ 721.00    |         |                |        |               |        |               |        |
| C7  | LF   | 323               |          |              | \$ 41.00      | \$ 13,243.00 |         |                |        |               |        |               |        |
| C7a   | EA   | 7                 |          |              | \$ 104.00     | \$ 728.00    |         |                |        |               |        |               |        |
| C7b   | EA   | 7                 |          |              | \$ 104.00     | \$ 728.00    |         |                |        |               |        |               |        |
| C8  | LF   | 275               |          |              | \$ 45.00      | \$ 12,375.00 |         |                |        |               |        |               |        |
| C8a   | EA   | 7                 |          |              | \$ 103.00     | \$ 721.00    |         |                |        |               |        |               |        |
| C8b   | EA   | 7                 |          |              | \$ 103.00     | \$ 721.00    |         |                |        |               |        |               |        |
| <b>Sub-Total C</b>                              |      |                   |          |              |               |              |         |                |        |               |        |               |        |
| <b>Sub-Total</b>                                |      |                   |          |              |               |              |         |                |        |               |        |               |        |





MARTIN/MARTIN

PAY APPLICATION 003

PROJ. NAME: NWLSD 2023 SANITARY SEWER IMPROVEMENTS
FOR PERIOD: Through 01/22/2024
OWNER: NORTHWEST LAKEWOOD SANITATION DISTRICT
ENGINEER: MARTIN/MARTIN, INC.
CONTRACTOR: INSTIFORM TECHNOLOGIES

Date: 02/20/2024
Job No.: 17,0638.C.10
Prep. By: BLT
Chkd By: BW

Table with columns: Bid Item, Unit, Description, Original Qty, Revised Qty, C.O. NO., Unit Price, Original, Revised, Totals, This Estimate Amount, Qty., Total to Date Amount, Qty., %.

GRAND TOTAL \$1,035,612.10
The above pay request is approved:
OWNER: Northwest Lakewood Sanitation District
BY: [Signature]
DATE: 2/20/2024

**NORTHWEST LAKEWOOD SANITATION DISTRICT  
2023 CAPITAL IMPROVEMENTS PROJECT  
M/M PROJECT NO. 17.0638.C.10  
NOTICE OF CONTRACTOR'S SETTLEMENT**

NOTICE IS HEREBY GIVEN that on the 28<sup>th</sup> day of February 2024 at 4:00 P.M., final settlement with Insitufom Technologies/ Aegion Corporation will be made by Northwest Lakewood Sanitation District, 141 Union Boulevard, Lakewood, CO 80228, for all services rendered, materials furnished, and labor performed for the 2023 Capital Improvements Project. Work was within the City of Lakewood, City of Wheat Ridge, and Unincorporated Jefferson County, Colorado, and consisted sanitary sewer main repairs and rehabilitation and roadway and landscape restoration.

Any association, individual, or corporation having a claim against the above for labor, materials, or supplies provided in the performance of said work may file its claim or claims with the Northwest Lakewood Sanitation District up to 4:00 P.M., February 28th, 2022. Failure to file said claim will relieve and forever discharge the Northwest Lakewood Sanitation District from all and any liability to the claimant.

For: Northwest Lakewood Sanitation District

By: Bill Willis, P.E.  
District Engineer  
Martin/Martin Inc.

Publishers: The JeffCo Transcript

First Publication: February 15th, 2024

Last Publication: February 22nd, 2024



## **Northwest Lakewood Sanitation District**

### **Monthly Report**

### **January 1-31, 2024**

|       |      |   |
|-------|------|---|
| Thurs | 1/4  | Performed 2 locates.  |
| Fri   | 1/5  | Performed 1 new grease interceptor installation at 3190 Youngfield St. where a future Wendy's restaurant is under construction.<br>Performed 2 locates.<br>Performed 2 bore meet locates. |
| Sun   | 1/7  | Responded on site, outside of normal business hours, to an emergency locate for a water main repair at 13255 Winfield Pl.   |
| Wed   | 1/10 | Responded on site, outside of normal business hours, to an emergency locate for a water main repair at W. 31 <sup>st</sup> Ave. & Wright St.  |
| Thurs | 1/11 | Performed 2 locates.  |
| Fri   | 1/12 | Performed 2 locates.  |
| Mon   | 1/15 | Performed 1 work order:<br>Inspect Applewood Knolls brick manhole   |
| Fri   | 1/19 | Performed 3 locates.  |
| Thurs | 1/25 | Responded via phone, outside of normal business hours, to 1 emergency locate for a water main repair at 1726 Cole Blvd.<br>Performed 2 bore meet locates.                                 |
| Mon   | 1/29 | Performed 3 locates.  |
| Tues  | 1/30 | Performed 3 locates.  |

| <b>Task #3 - Maintenance Services</b> |                                       |  |   |                                    |
|---------------------------------------|---------------------------------------|--|---|------------------------------------|
|                                       | <b>Projected<br/>2023<br/>Footage</b> | <b>YTD<br/>Actual<br/>2023<br/>Footage</b> | <b>Current<br/>Monthly<br/>2023<br/>Footage</b> | <b>YTD<br/>Percentage<br/>2023</b> |
|                                       | <b>Zone B</b>                         |  |   |                                    |
| <b>Jetting</b>                        |                                       |  |   |                                    |
| 14" or Less                           |                                       | 121,825.0                                  |   |                                    |
| 15 or More"                           |                                       | 14,119.0                                   |   |                                    |
| Easement                              |                                       | 1,413.0                                    |   |                                    |
| <b>Total Jetting</b>                  | <b>126,800.0</b>                      | <b>137,357.0</b>                           | <b>0.0</b>                                      | <b>108%</b>                        |
| <b>Televising</b>                     |                                       |  |   |                                    |
| 14" or Less                           |                                       | 104,574.4                                  |   |                                    |
| 15 or More"                           |                                       | 8,822.8                                    |   |                                    |
| <b>Total Televising</b>               | <b>126,800.0</b>                      | <b>113,397.2</b>                           | <b>0.0</b>                                      | <b>89%</b>                         |
| <b>Accelerated Maintenance</b>        |                                       |  |   |                                    |
| Non-Routine Jetting                   |                                       | <b>2,735.0</b>                             |   |                                    |
| Non-Routine Televising                |                                       | <b>855.0</b>                               |   |                                    |
| Hot Spot Jetting                      | <b>8,852.0</b>                        | <b>17,607.0</b>                            | <b>4,955.0</b>                                  | <b>199%</b>                        |
| Hot Spot Televising                   | <b>8,852.0</b>                        | <b>15,416.7</b>                            | <b>1,212.7</b>                                  | <b>174%</b>                        |
| Accelerated Jetting                   |                                       | <b>1,068.0</b>                             |   | <b>0%</b>                          |
| Annual Root Televising                | <b>8,852.0</b>                        | <b>8,435.0</b>                             | <b>942.0</b>                                    | <b>95%</b>                         |
| Annual Root Cut                       | <b>8,852.0</b>                        | <b>9,237.0</b>                             | <b>5,510.0</b>                                  | <b>104%</b>                        |
| Annual Mineral Cleaning               |                                       | <b>5,633.0</b>                             | <b>2,550.0</b>                                  | <b>0%</b>                          |
| Annual Mineral Televising             |                                       | <b>5,745.5</b>                             | <b>368.3</b>                                    | <b>0%</b>                          |
| <b>Total Accelerated Maintenance</b>  | <b>35,408.0</b>                       | <b>66,732.2</b>                            | <b>15,538.0</b>                                 | <b>188%</b>                        |
| <b>Total Length of Cleaning</b>       | <b>144,504.0</b>                      | <b>170,902.0</b>                           | <b>8,060.0</b>                                  | <b>118%</b>                        |
| <b>Total Length of Televising</b>     | <b>144,504.0</b>                      | <b>143,849.4</b>                           | <b>2,523.0</b>                                  | <b>100%</b>                        |
| <b>Total Task #3</b>                  | <b>324,416.0</b>                      | <b>381,483.6</b>                           | <b>26,121.0</b>                                 | <b>118%</b>                        |

**Northwest Lakewood Sanitation District**  
**Summary for January 1-31, 2024**

**January 7, 2024**  
**13255 Winfield Pl.**  
**Emergency Locate**

On Sunday, January 7, 2024, at 8:30pm, Andrew Geroge of REC. Inc. was contacted by Colo811 regarding an emergency locate for a water main repair at 13255 Winfield Pl. Andrew contacted Steven Glenn to get more information on the work and work area and determined a site visit was necessary. Andrew arrived on site, marked the District main and the service and departed the site. No further action is needed at this time.

**Total time on this issue: Andrew George – 2.00hrs.**

**January 10, 2024**  
**W. 31<sup>st</sup> Ave. & Wright St.**  
**Emergency Locate**

On Wednesday, January 10, 2023, at 5:02pm, Ismael Gomez of REC. Inc. was contacted by Colo811 regarding an emergency locate for a water main repair at W. 31<sup>st</sup> Ave. & Wright St. called into Colo811 by Clinton Dattel (303-238-0453) of Consolidated Mutual Water Company. Due to the location and locate description of the requested locate area, Ismael determined a site visit was necessary. Ismael arrived on site, proceeded to locate and mark the District mains, and departed the site. No further action is needed at this time.

**Total time on this issue: Ismael Gomez – 2.00hrs.**

**January 25, 2024**  
**1726 Cole Blvd.**  
**Emergency Locate**

On Thursday, January 25, 2024, at 8:00pm, Michael Carbajal of REC. Inc. was contacted by Colo811 regarding an emergency locate for a water main repair at 1726 Cold Blvd. Michael noted this address was out of district for Northwest Lakewood Sanitation District and contacted Tom Fredrickson (303-551-2946) of Consolidated Mutual Water Company and informed him of this. No further action is needed at this time.

**Total time on this issue: Michael Carbajal -- .50hrs.**

UNCC Locates

Month: January 2024

District: Northwest Lakewood

| Address                                 | Locate Type | Date       | Notes: What was located | Ticket Number  |
|---|-------------|------------|-------------------------|----------------|
| 3400 Youngfield St.                     | 1           | 12/27/2023 | Engineering             | B336102439-00B |
| 3400 Simms St.                          | 2           | 12/29/2023 | H20/Sewer Service New   | B336301078-00B |
| 12850 Willow Way                        | 1           | 12/31/2023 | Fence Replace           | B336500014-00B |
| Miller St. & W. 38th Ave.               | 1           | 1/2/2024   | Comcast CATV Upgrade    | B400202546-00B |
| 1551 Urban St.                          | 1           | 1/2/2024   | Ground Rod Install      | B400201343-00B |
| 2210 Willow Ln.                         | 1           | 1/2/2024   | Geotechnical Drill      | B400200263-00B |
| 11000 Linda Vista Dr.                   | 2           | 1/2/2024   | Gas Service Replace     | B335401604-01B |
| 2987 Routt Cir.                         | 1           | 1/3/2024   | H20 Service Repair      | B400301372-00B |
| Welch St. & W. Colfax Ave.              | 1           | 1/3/2024   | Fiber Main New          | B400300643-00B |
| 12345 W. Colfax Ave.                    | 1           | 1/3/2024   | Fiber Main New          | B400300657-00B |
| 12121 W. 32nd Dr.                       | 1           | 1/3/2024   | Foundation Repair       | B400303465-00B |
| 3325 Robb St.                           | 1           | 1/3/2024   | Soil Testing            | B400302532-00B |
| 1301 Meadow Sweet Rd.                   | 1           | 1/3/2024   | Sediment Removal        | B400302400-00B |
| W. 31st Ave. & Xenon St.                | 2           | 1/3/2024   | H20 Main Replace        | B400300542-00B |
| 1991 Youngfield St.                     | 2           | 1/3/2024   | Gas Service New         | B400302554-00B |
| 13180 W. 16th Dr.                       | 3           | 1/3/2024   | Gas Service Replace     | B400302388-00B |
| 13185 W. 16th Dr.                       | 3           | 1/3/2024   | Gas Service Replace     | B400302394-00B |
| W. 27th Ave. & Youngfield St.           | 1           | 1/4/2024   | Fence Replace           | B400403328-00B |
| 1991 Youngfield St.                     | 1           | 1/4/2024   | Gas Service New         | B400400276-00B |
| 11200 W. 32nd Ave.                      | 1           | 1/4/2024   | Caissons Install        | B400401168-00B |
| 11000 Linda Vista Dr.                   | 1           | 1/4/2024   | Gas Service Replace     | B335401604-01B |
| 3400 Simms St.                          | 1           | 1/4/2024   | H20/Sewer Service New   | B336301078-00B |
| 12121 W. 32nd Ave.                      | 1           | 1/5/2024   | Foundation Repair       | B400500820-00B |
| 10050 W. 41st Ave.                      | 1           | 1/5/2024   | H20 Main Repair         | B400500809-00B |
| 2390 Braun Dr.                          | 1           | 1/5/2024   | Sewer Service Repair    | B400500065-00B |
| 13255 Winfield Pl.                      | 2           | 1/7/2024   | H20 Main Repair         | B400700132-00B |
| 10100 W. 41st Ave.                      | 1           | 1/8/2024   | Sewer Service Replace   | B400803831-00B |
| 11732 W. 34th Ave.                      | 1           | 1/9/2024   | Piers Install           | B400902436-00B |
| W. 35th Ave. & Kipling St.              | 1           | 1/9/2024   | Comcast CATV Upgrade    | B400900778-00B |
| 10925 W. 32nd Ave.                      | 1           | 1/9/2024   | Fence New               | B400903393-00B |
| 3400 Simms St.                          | 2           | 1/9/2024   | H20/Sewer Service New   | B400903104-00B |
| 13180 W. 16th Dr.                       | 2           | 1/9/2024   | Gas Service New         | B400902994-00B |
| Lee St. & W. 38th Ave.                  | 1           | 1/10/2024  | Fiber Main New          | B401003263-00B |
| Lee St. & W. 38th Ave.                  | 1           | 1/10/2024  | Fiber Main New          | B401003322-00B |
| 3882 Lee Cir.                           | 1           | 1/10/2024  | Comcast Drop Bury 12    | B401000887-00B |
| Lee St. & W. 37th Pl.                   | 1           | 1/10/2024  | Fiber Main New          | B401003299-00B |
| 10474 W. 44th Ave.                      | 1           | 1/10/2024  | H20 Service Repair      | B401003039-00B |
| 10474 W. 44th Ave.                      | 1           | 1/10/2024  | H20 Service Repair      | B401003049-00B |
| 10474 W. 44th Ave.                      | 1           | 1/10/2024  | H20 Service Repair      | B401001398-00B |
| 2979 Robb Cir.                          | 1           | 1/10/2024  | Sewer Service Repair    | B401000588-00B |
| W. 31st Ave. & Wright St.               | 2           | 1/10/2024  | H20 Main Repair         | B401003405-00B |
| 11732 W. 34th Ave.                      | 1           | 1/11/2024  | Foundation Repair       | B401100427-00B |
| 11732 W. 34th Ave. Wheat Ridge CO 80033 | 1           | 1/12/2024  | Piers Install           | B401200176-00B |
| 3325 Robb St.                           | 1           | 1/12/2024  | Soil Samples            | B401201244-00B |
| 3900 Kipling St.                        | 1           | 1/12/2024  | Electric Conduit New    | B401200622-00B |
| 3005 Xenon St.                          | 1           | 1/12/2024  | Comcast Drop Bury 12    | B401200240-00B |
| 3755 Lee St.                            | 1           | 1/12/2024  | H20 Main Repair         | B401200243-00B |
| W. 31st Ave. & Xenon St.                | 2           | 1/12/2024  | H20 Main Replace        | B401200274-00B |
| Wright St. & W. 32nd Ave.               | 2           | 1/12/2024  | H20 Main Replace        | B401200269-00B |

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| 11145 W. 17th Ave.                      | 1 | 1/15/2024 | Comcast Drop Bury 12                    | B401500597-00B |
| 2468 Alkire St.                         | 1 | 1/15/2024 | Comcast Drop Bury 12                    | B401500555-00B |
| 11732 W. 34th Ave. Wheat Ridge CO 80033 | 1 | 1/15/2024 | Piers Install                           | B401502120-00B |
| 11300 W. 44th Ave.                      | 1 | 1/15/2024 | Fence Replace                           | B401502042-00B |
| 927 Cole St.                            | 1 | 1/16/2024 | Gas/Electric/Communications Service New | B401602004-00B |
| 12090 W. 18th Dr.                       | 1 | 1/16/2024 | Soil Testing                            | B401600111-00B |
| 3201 Nelson St.                         | 1 | 1/16/2024 | H2O Main Repair                         | B401600277-00B |
| 3371 Vivian Dr.                         | 1 | 1/16/2024 | Sewer Service Repair                    | B401600266-00B |
| W. 32nd Ave. & Ward Ct.                 | 1 | 1/17/2024 | H2O Main Repair                         | B401700568-00B |
| 10100 W. 41st Ave.                      | 1 | 1/17/2024 | Sewer Service Repair                    | B401700110-00B |
| 3315 Vivian Ct.                         | 1 | 1/17/2024 | Sewer Service Repair                    | B401700052-00B |
| Wright Ct. & W. 32nd Ave.               | 2 | 1/17/2024 | H2O Main Replace                        | B401701191-00B |
| Wright Ct. & W. 29th Pl.                | 2 | 1/17/2024 | H2O Main Replace                        | B401701210-00B |
| 13180 W. 16th Dr.                       | 2 | 1/17/2024 | Gas Service New                         | B401700088-00B |
| 12345 W. Colfax Ave.                    | 1 | 1/18/2024 | Fiber Main New                          | B401802857-00B |
| Welch St. & W. Colfax Ave.              | 1 | 1/18/2024 | Fiber Main New                          | B401802843-00B |
| Cole Blvd. & Denver West Marriott Blvd. | 1 | 1/18/2024 | Fiber Main New                          | B401802830-00B |
| 3140 Alkire St.                         | 1 | 1/18/2024 | Cathodic Protection Install             | B401700144-00B |
| 3030 Alkire St.                         | 1 | 1/18/2024 | Cathodic Protection Install             | B401800148-00B |
| 11705 Applewood Knolls Dr.              | 1 | 1/19/2024 | French Drain New                        | B401802245-00B |
| 2520 Van Gordon St.                     | 1 | 1/19/2024 | Telco Service Bury                      | B401902257-00B |
| 3190 Youngfield St.                     | 1 | 1/19/2024 | Demolition/H2O/Sewer Service New        | B401901674-00B |
| W. 27th Ave. & Youngfield St.           | 1 | 1/19/2024 | Fence Replace                           | B401901901-00B |
| 11720 W. 17th Ave.                      | 1 | 1/19/2024 | Sewer Service Repair                    | B401900157-00B |
| 12760 W. 15th Pl.                       | 1 | 1/20/2024 | Tree Planting                           | B402000144-00B |
| 2035 Ellis St.                          | 1 | 1/22/2024 | Fiber Conduit New                       | B402202717-00B |
| 13950 W. 20th Ave.                      | 1 | 1/22/2024 | Fiber Conduit New                       | B402202693-00B |
| 13800 W. 26th Ave.                      | 1 | 1/22/2024 | Electric Poles Replace                  | B402201215-00B |
| 13850 W. 26th Ave.                      | 1 | 1/22/2024 | Electric Poles Replace                  | B402201241-00B |
| 12285 Aplewood Knolls Dr.               | 1 | 1/22/2024 | Comcast Drop Bury 12                    | B402201376-00B |
| Kipling St. & W. 32nd Ave.              | 1 | 1/22/2024 | H2O Main Repair                         | B402201218-00B |
| W. 27th Ave. & Youngfield St.           | 1 | 1/22/2024 | Fence Replace                           | B402201211-00B |
| 3203 Hillside Dr.                       | 1 | 1/23/2024 | Signs Install                           | B402302693-00B |
| 917 Cole St.                            | 1 | 1/23/2024 | Gas/Electric/Communications Service New | B402301954-00B |
| 2183 Beech Ct.                          | 1 | 1/23/2024 | Anchors Install                         | B402302730-00B |
| 1301 Meadow Sweet Rd.                   | 1 | 1/23/2024 | Sediment Removal                        | B402300997-00B |
| 2125 Miller Ct.                         | 1 | 1/23/2024 | Sidewalk New                            | B402301283-00B |
| 2090 Moore St.                          | 3 | 1/23/2024 | Gas Service Replace                     | B402300510-00B |
| 2098 Moore St.                          | 3 | 1/23/2024 | Gas Service Replace                     | B402300507-00B |
| 10872 W. 28th Pl.                       | 1 | 1/24/2024 | Sewer Service Repair                    | B402400460-00B |
| 8558 W. 32nd Ave.                       | 1 | 1/24/2024 | H2O Service Removal/H2O Service New     | B402401701-00B |
| Beech St. & W. 8th Ave.                 | 1 | 1/24/2024 | Engineering                             | B402401855-00B |
| 2565 Eldridge St.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401618-00B |
| Deframe St. & W. 8th Ave.               | 1 | 1/24/2024 | Engineering                             | B402401803-00B |
| W. 10th Ave. & Alkire St.               | 1 | 1/24/2024 | Engineering                             | B402401890-00B |
| 2570 Eldridge St.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401583-00B |
| 13563 W. 24th Pl.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401569-00B |
| 13488 W. 25th Pl.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401556-00B |
| 13502 W. 24th Pl.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401542-00B |
| 13960 Braun Dr.                         | 1 | 1/24/2024 | Electric Pole Replace                   | B402401752-00B |
| 13990 Braun Dr.                         | 1 | 1/24/2024 | Electric Pole Replace                   | B402401722-00B |
| 13846 W. 22nd Ave.                      | 1 | 1/24/2024 | Electric Pole Replace                   | B402401706-00B |
| 2430 Eldridge St.                       | 1 | 1/24/2024 | Electric Pole Replace                   | B402401640-00B |
| W. 26th Ave. & Eldridge St.             | 1 | 1/25/2024 | H2O Valve Repair                        | B402500360-00B |
| 1726 Cole Blvd.                         | 1 | 1/25/2024 | H2O Main Repair                         | B402503664-00B |
| W. 31st Ave. & Xenon St.                | 1 | 1/25/2024 | H2O Main Replace                        | B402502352-00B |

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| 927 Cole St.                 | 1 | 1/25/2024 | Gas/Electric/Communications Service New | B402501338-00B |
| 3405 Ward Rd.                | 1 | 1/25/2024 | Fence New/Fence Replace                 | B402502159-00B |
| W. 31st Ave. & Xenon St.     | 2 | 1/25/2024 | H2O Main Replace                        | B402502378-00B |
| 1900 Zinnia St.              | 1 | 1/26/2024 | Tree Removal                            | B402600031-00B |
| Xenon St. & W. 10th Ave.     | 1 | 1/26/2024 | Engineering                             | B402602750-00B |
| 4025 Clear Creek Dr.         | 1 | 1/26/2024 | Fence New                               | B402601881-00B |
| W. 10th Ave. & Beech St.     | 1 | 1/26/2024 | Engineering                             | B402602104-00B |
| Xenophon Ct. & W. 10th Ave.  | 1 | 1/26/2024 | Engineering                             | B402602392-00B |
| Xenon Ct. & W. 10th Ave.     | 1 | 1/26/2024 | Engineering                             | B402602399-00B |
| Wright Ct. & W. 29th Pl.     | 2 | 1/26/2024 | H2O Main Replace                        | B402602728-00B |
| Wright Ct. & W. 32nd Ave.    | 2 | 1/26/2024 | H2O Main Replace                        | B402602709-00B |
| Wright St. & W. 32nd Ave.    | 2 | 1/26/2024 | H2O Main Replace                        | B402602748-00B |
| 3205 Moore St.               | 1 | 1/29/2024 | Fence Replace                           | B402901388-00B |
| Wide Acres Rd. & Welch St.   | 1 | 1/29/2024 | Engineering                             | B402900406-00B |
| 15013 Denver W. Pkwy.        | 1 | 1/29/2024 | Foundation/H2O/Sewer Service New        | B402900219-00B |
| W. 12th Pl. & Xenon St.      | 1 | 1/29/2024 | Engineering                             | B402900207-00B |
| 3435 Ward Rd.                | 1 | 1/29/2024 | Fence New                               | B402900007-00B |
| 13390 Wide Acres Rd.         | 1 | 1/29/2024 | Sewer Service Repair                    | B402900830-00B |
| 3190 Youngfield St.          | 1 | 1/29/2024 | Electric Poles New                      | B402903796-00B |
| 1530 Youngfield St.          | 2 | 1/29/2024 | Sewer Service Repair                    | B402901407-00B |
| 1532 Youngfield St.          | 2 | 1/29/2024 | Sewer Service Repair                    | B402901391-00B |
| Orchard Dr. & W. Colfax Ave. | 1 | 1/30/2024 | Engineering                             | B403001087-00B |
| Orchard Dr. & W. Colfax Ave. | 1 | 1/30/2024 | Engineering                             | B403001087-01B |
| 13335 Willow Ln.             | 1 | 1/30/2024 | Engineering                             | B403000401-00B |
| 13335 Willow Ln.             | 1 | 1/30/2024 | Engineering                             | B403000401-01B |
| 1985 Alkire St.              | 1 | 1/30/2024 | Engineering                             | B403003201-01B |
| 1985 Alkire St.              | 1 | 1/30/2024 | Engineering                             | B403003201-00B |
| 1817 Quail St.               | 1 | 1/30/2024 | Egress Window New                       | B403003398-00B |
| 2587 Vivian St.              | 1 | 1/30/2024 | Comcast Drop Bury 12                    | B403000415-00B |
| 2300 Urban St.               | 1 | 1/30/2024 | Electric Main Bury                      | B403002392-00B |
| 12601 W. 32nd Ave.           | 1 | 1/30/2024 | Engineering                             | B403001911-00B |
| W. 38th Ave. & Miller St.    | 1 | 1/30/2024 | H2O Service Valve New                   | B403000682-00B |
| 1835 Zinnia Ct.              | 1 | 1/30/2024 | Engineering                             | B403003221-00B |
| 3240 Alkire Ct.              | 1 | 1/31/2024 | Sewer Service Repair                    | B403100268-00B |
| 1835 Zinnia Ct.              | 1 | 1/31/2024 | Engineering                             | B403003221-01B |
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**Northwest Lakewood Sanitation District  
Engineering Report  
February 27, 2024**

**2023 Capital Improvements Design**

10/23/2023 – M/M sent the fully executed Agreement for the NWLSD 2023 Sanitary Sewer Improvements project to Aegion Corporation. A PreCon Meeting with Aegion Corporation was completed. The shared College Park transmission main has been requested to be completed prior to end of year. 11/21/2023 – M/M sent an NTP to Insituform, and a precon meeting occurred. Insituform sent M/M pricing to upgrade the CIPP material to include Styrene Barrier, based on polling the Board, M/M approved the change request to use the Styrene Barrier. Work has begun with prelim cleaning and video. Insituform anticipates beginning in the next couple of weeks.

12/25/2023 – M/M was informed that a cleaning video has revealed a large offset joint that must be fixed prior to CIPP Lining, as well Manhole BZ-1A has been paved over and must be exposed prior to the lining. M/M asked for pricing for the point repair that includes exposing and raising the MH ring and cover. Shane Hoerig informed M/M that the covered manhole is most likely under the garage, M/M sent possible courses of action to Alex to discuss. Alex provided pricing for the offset joint repair and M/M accepted. Marcos Pointed out a second offset after the point repair that was done on Shot 42 Seg 42 MH BZ-1A to MH BZ-1, and asked if we wanted a joint repair or if they can line through it. M/M told them to proceed by lining through it. Alex pointed out that manhole B-11R-7-1 is paved over, and it is necessary to expose this manhole prior to CIPP to get the liner through this segment, M/M asked that Diamond expose and raise the MH and use a riser ring. M/M sent the updated CIPP schedule.

01/24/2024 – The project is almost complete and a pay request submitted. Some difficulty has been experienced near Mountain Shadow Road due to a back easement needing to be accessed and the owner being reluctant to allow it. See 3061 Mountain Shadow Dr. below.

**UPDATE: 02/26/2024 – M/M sent the advertisement for final contractor settlement for the NWLSD to run in the Jeffco Transcript 2/15/2024 and 2/22/2024. Final payment application 3 is attached and Payment application 4 for retainage reimbursement is also attached. The project is complete.**

**2259 Kipling Street – Sewer Plans**

**UPDATE: 02/26/2024 – M/M was informed that Keith Dentremont is taking over the project, and wanted to confirm that the sewer plans were approved. M/M responded with the previously sent proof of submission that indicates that a resubmittal is required and asked that Keith submit the updated plans. Keith sent the signed plans. Keith asked if we could bring the sewer connection to w23rd, where the answer is they would require a line extension. Approval of the plans was provided and tap fee requirements outlined.**

**2300 – 2324 Kipling – Eric Burtzlaff (1/17/2024)**

**UPDATE: 02/26/2024 –Eric sent concept plans for M/M’s review, and requested an early concept meeting with the District to discuss current system conditions and if we expect their project to have any issues conceptually. M/M set up a meeting and sent a prelim referral letter that outlines our initial look at the concept plan.**

**2510-12 Jellison – Duplex (2/1/2024)**

**UPDATE: 02/26/2024 –Dawn discovered that this duplex is only being billed for 1 SFE and that there is only one account. Ismael sent the two tap cards and stated that both units do not share services, they have their own service according to the tap cards.**

**3244 Youngfield – Applewood Modern Dentistry – (1/31/2024)**



**UPDATE: 02/26/2024 – M/M was informed of a Non-Compliance Warning for a dental office owned by Regency Center. M/M responded that Metro is taking care of it.**

**2405 Garland St – Fernando (1/23/2024)**

**UPDATE: 02/26/2024 – Fernando reached out regarding a proof of sewer availability for this property. Steve responded that his address is not within the NWLW boundary, and informed him he will need to discuss this matter with the City of Lakewood and that for this address to connect to the NWLSD lines you would have to be included within the District and/or construct a connection from the 2405 Garland through the neighbor's property to the west and then into Hoyt Street to connect to the nearest NWLW line.**

**3190 Youngfield – Wendy's in old 1stBank – Dan Butler (12/21/2023)**

01/24/2024 –M/M sent the tap cards to Dan Butler and asked him to go into the District office and pay inspection fees for observation of 1) the grease interceptor construction; 2) The new connection to the mainline and 3) the abandonment at the mainline of the old service line, and told him to contact Ismael regarding the inspections.

**UPDATE: 02/26/2024 – M/M was informed that there was not a new tap issued for this address and it was not needed as they did not modify the water meter. Ismael stated that he inspected the new grease interceptor on 1/5/24 and they tied into an existing service lateral in the property, the existing service was a 4" PVC.**

**Newcombe and 26th – 8 Homes – (12/1/2023)**

12/25/2023 – Cici reached out to Steve Beck on the process of referrals from the City. M/M told Steve that we never received a referral after the extension was in progress, and sent the Extension Agreement stating the City approved the main extension and we observed the mainline. M/M also stated they never received conditional approval as we don't have the warranty bond. M/M explained that the houses were built, sold, and connected, and then the water issue in Oak took place. M/M states we need the City to work with us prior to issuing a CO.

**UPDATE: 02/26/2024 – MM is setting up a meeting with the City of Lakewood through Berta S. A meeting has already been had with City of Wheat Ridge which included Tim Flynn. Wheat Ridge is looking into a sign off prior to Certificate of Occupancy and will get back with us.**

**1515 Whippoorwill Drive – Robin Kerns – (7/5/2023) - New 40 Unit Building**

07/26/2023 – Steve Beck Notified M/M and REC of a 40 unit multi-family development Robin is working on. M/M responded that there is a service with two cleanouts that likely comes from Lot 3. M/M notes that the location of the service does not have an easement with the District since the service is private. The new development is planning for a detention pond in the area of the sanitary service location. Field investigation by reported sewage leaking at two clean outs at the corner of the property at Youngfield Extended. Ismael sent M/M all the tap cards on W. 15th Pl. to the end of the cul-de-sac, Whippoorwill Dr. and Youngfield Dr. Ismael also contacted the homeowner at 1525 Whippoorwill Dr. regarding the backed up sewage and was informed that the homeowner had a plumber on site the day before and that the line was cleared of roots and flow restored. M/M responded to Robin to inform him that the service line had been cleaned, that any dispute regarding the location of the service line would need to be resolved between the landowners and that the developer can move forward with design of a sanitary extension in Youngfield Dr. to provide service to the site to be developed. 09/27/2023 – M/M sent a referral letter. Robin informed M/M that they are finalizing their site plan and should be at a place to submit for the Flow Study in the next month or so. M/M sent a timeline for the flow study after the deposit is received, and believes we will be able to work around her timeframe of site and building permit applications into the city in October and with permit issuance in April, 2024.

**UPDATE: 02/26/2024 – Rashawn Burrows reached out to Steve and requested the plan review process/ plan requirements per the District's requirements. M/M reached out to Rashawn and requested any and all plans for this development and asked if he was working with Studio 646 Architecture or Robin at Metro West Housing Solutions on this project. Rashawn stated yes, they are both still on the Project and he is the Civil Engineer. We will coordinate the existing service that runs along the north property line from the east.**



**1991 Youngfield St. (Applewood Beer Garden) Juan Sanchez 4-14-22**

Proposed bar and restaurant. MM in review for initial referral and plans. 06/22/2022 – Sent referral along with a signed 1001 Form. Sent location of manholes for easier locating. They will need to open manholes to get the elevation and inverts of the manholes. 08/25/2022 – Juan Sanchez requested Construction Details for the District, M/M sent him the information he was looking for. Juan is wanting an update on the sanitary proposal, M/M responded with a letter, and feedback, along with proof of submission. Juan asked for specific details for tracer wires and associated test stations and the Sampling Manhole, M/M responded with the information Juan was looking for. 11/23/2022 – M/M sent out a referral letter. M/M sent a referral letter to Jefferson County. 08/30/2023 – M/M received grease interceptor sizing calculations and completed the review - acceptable. A flow study is still pending until the developer make their deposit to the District for those services. 09/27/2023 - Austin reached out to M/M and asked where M/M was at with the plans and what the next steps were. M/M waiting on deposit to start flow study. Deposit was received. 10/23/2023 – M/M sent the flow study results to Austin Bates. M/M received an electronic referral from Jeffco for Site Development Plan, M/M sent an updated referral letter. The developer asked if anything further is needed. The Grease interceptor calcs have been reviewed and are acceptable. A final plan set showing the size of the Interceptor and adding required cleanouts is all that remains other than payment of connection fees. 11/21/2023 – M/M requested the updated plans showing the grease interceptor size from Austin as well as informing him that he will need a few Cleanouts along the way per statute requirements before granting SDP Approval. Austin sent the most up to date plumbing, civil, and water plans, M/M sent approval and stated we would like to see the civil site plan include the required cleanouts or MH's. Austin informed M/M that they resubmitted to the County and sent their updated SDP Plan set which shows the cleanouts. M/M sent a plan acceptance letter and Steve sent connections fees.

**UPDATE: 02/26/2024 – Brad gave M/M an update and noted that they have updated calculations for the water service that shows they only need a 1" tap, and will send those calcs over once approved by Consolidated Mutual. M/M notes that they will need an acceptance letter from Consolidated Mutual stating the acceptance of a 1" meter. This will modify required connection fees.**

**11324 West 38th Ave – Osborne (Westridge) Connection to NWLSD**

11324 W. 38<sup>th</sup> will need to work with Westridge to obtain service instead of Northwest Lakewood. 05/25/2022 - A deposit and tap fee has been made to the District office. 06/22/2022 – Waiting on documentation, and information from the original surveyor in 2018. Additionally, the design for connection is still needed. 03/22/2023 -Tim Flynn sent proposed form of First Amendment to the existing Sewer Service Agreement between the Northwest Lakewood Sanitation District and the Westridge Sanitation District. Plans were sent for review of the MH connection. Review is on-going. 04/26/2023 – M/M received the corrected version of the agreement that has been signed by Westridge. Tim Flynn is drafting an agreement between Northwest, Westridge, and the Osbornes that Northwest will not be issuing any additional taps for connection to the Interceptor in the future. Tyler sent the architectural, plumbing, isometric, and a plan for the main line from the house. Steve Beck sent Tyler a note regarding next steps saying that after he gets the engineering approvals and permits from the City and County, and the District approval on Design Documents he is good to begin construction, noting that once the tap has been made then M/M will schedule the inspection so that the excavations can be filled in ASAP. M/M added that the Developer is responsible for all construction costs as well as finding a Contractor to perform the work. M/M sent a referral letter regarding allowing the service to go straight into the manhole from a 6" service line and transition to a 4" service line 5' away from the manhole extending to the residence. 05/24/2023 – Tim Flynn sent an agreement regarding wastewater service between Northwest, the Osbornes, their daughter and son-in-law, Tyler Kakavas and Amanda Osborne, and the Westridge Sanitation District for M/M review. M/M sent back questions and minor edits.

**3061 Mountain Shadows Dr – A3 Sewer Main Offset Repair (1/9/2024)**

01/24/2024 – Alex with Instituform asked for updates on getting access to the above property. M/M informed him that we are deferring the offset joint repair on A3 until the next round of capital improvements.

**UPDATE: 02/26/2024 – None.**



**1420-1422 Yank Street – Duplex (1/8/2024)**

01/24/2024 – Steve informed M/M of what the owners are currently paying and asked if they want separate water meters does this mean that we would have to require them to pay for an additional tap. M/M responded that they could request a variance but if the improvements are made they need to get up to current Standards which does require a separate service line to the main for the second unit, M/M also notes that regardless a duplex would have been, and is 2 SFRE. Steve informed M/M that there is one tap for the duplex, M/M responded that we still recommend the second actual connection to the District main unless a variance is requested and granted.

**UPDATE: 02/26/2024 – None.**

**2525 Willow Lane – Chris Woodruff (12/20/2023)**

01/24/2024 – Steve sent Chris a map that shows the approximate location of the District mains, Chris asked if he could run a new sewer line parallel to the current one on their property side and move the tap over. After a call with M/M, Chris paid for the inspections of the tap to be abandoned and the one to reconnect. Chris will reach out to Ismael to schedule an inspection. Ismael sent the tap card that shows that they connect towards the west to the easement between MH B-26-4 to B-26-3.

**UPDATE: 02/26/2024 – None.**

**3234 Taft Court – ADU (12/14/2023)**

01/24/2024 – Tim Flynn will begin working on a Common Sewer Service Line Agreement. After review Tim does not believe the District’s requirement for a separate sewer service line would apply. Tim suggested that in the tap permit that is issued, insert clear language that states if the ADU is ever subdivided separate and apart from the residence, the District will require a common sewer service line agreement be entered into between the owner of the ADU and the owner of the residence, or a service line agreement entered into between the District and the owner which would provide that before the owner could subdivide or sell off the ADU to a third party, the owner would need to get the District’s consent. M/M Steve and Tim agreed to amend the permit and have her sign the new one in place.

**UPDATE: 02/26/2024 – None.**

**2419 Ward Dr. ADU – (9/20/2023) -New Single Family with Walls Built in San. Easement**

9/27/2023 - This new residence construction has constructed a pool, multiple retaining walls and has a second kitchen constituting an ADU. A proof of submission and availability letter was sent in August of 2021 indicating that they needed to make a submission showing us the existing sanitary easement in the backyard, the location of the main and their proposed connection. This information was not provided. The letter also indicated the number of SFE to be charged was 2 for the single-family home plus the ADU. There was no resubmittal and they did not pay for the 2-SFE’s. A pool agreement will also be required. Based on the walls constructed, a survey is needed to see the mainline alignment related to the walls. The MH was also left where an added couple of feet exists to get to the MH lid making access difficult. At this point coordination is needed with the Owner.

10/23/2023 – Additional survey information is being requested from the owner to verify the location of the walls vs. property line and the District sanitary line. 11/21/2023 – M/M reached out to the owners to obtain their construction survey. They indicated they did not have one and that the District could enter the property to perform a survey to locate the District’s manhole, vs. the new walls, vs. the property lines. The survey is being scheduled. 01/24/2024 – M/M Survey of the retaining walls is complete and it shows the retaining wall is just outside of the derived property boundary. However, the walls are within the sanitary easement. A graphic attached.

**UPDATE: 02/26/2024 – None.**

**12143 W 31<sup>st</sup> Place – Busted Pipe (10/25/2023) Abigail Fries**

11/21/2023 - Abigail Fries had an inspection of their service line getting ready to sell her house. During the inspection the pipe was found to have a hole between the tap for her house and the tap for her neighbor’s house



across the street at 12130 W 31st Place., M/M was asked to review the video to see if there was a mainline issue. After reviewing the video, M/M determined that the hole that is seen at the 96' mark on the video is clearly within Abigal's sewer service lateral line and is NOT in the District's main and is therefore the responsibility of the homeowner to correct. Steve informed Abigal of this and noted if the repair is not made immediately and if any raw sewage is determined to be flowing on or near the ground surface, the District and Ramey Environmental will likely be required to report this violation to the state.

**UPDATE: 02/26/2024 – None.**

#### **3400 Simms Street - Proposed Home – Garage ADU – (9/12/0023) – Patrick Gubitose**

A proposed home with an attached garage and ADU with added kitchen and bathroom on top of the garage, along with two sump pumps in the basement. M/M sent a referral letter for this work, and noted sump pumps are not allowed into sanitary. They are using the 1" water meter, the SFRE will be 2 for the single-family home plus the ADU.

**UPDATE: 02/26/2024 – None.**

#### **NWLSD Flow Study**

04/26/2023 Field survey is complete and a few confirmations are being made with pipe slopes and MH alignments. Most flow information and existing data has been input into the model and calibration will now be started. 05/24/2023 – Final flow information has been added. Initial scenarios for peaking have been started. With the recent flow issues at the plant site, calculations and investigation of flow values has taken place in an effort to identify reasons behind the overflow. Graphs of Metro flows vs. rainfall events is attached for review. As noted by REC, the speculation is that rags may have caused limited flow capacity in the outlet pipe. Since the event, bypass pumping nor rainfall events have caused issues with the headworks. 07/26/2023 – The Flow Study is basically operational at this point. A report and summary will be completed in the next couple months as we run scenarios with upsizing and new piping that may be needed.

**UPDATE: 02/26/2024 – None.**

#### **2460 Lewis Street – Tyler Kakavas – ADU – (6/20/2023)**

Steve Beck informed M/M of Tyler Kakavas building an ADU for an Architect. It will be an office/shed with a bathroom that will connect to the existing house sewer line. Steve informed Tyler that he would need to provide all plans for review and approval. They will also need common service line agreement for a detached ADU.

**UPDATE: 02/26/2024 – None.**

#### **3123 and 3143 O'Hayre Court, Lakewood CO – Combined Lot Project Garage/Barn/Loft ADU - Tim and Donna O'Hayre (05/25/2022)**

06/22/2022 – Combining 2 Lots into one. Requested a Will Serve Letter. M/M sent out referral letter. A Submittal of the residence fixtures and Barn/Loft details were requested. 08/28/2022 – M/M received notice that Formal Development Application and related docs were submitted to City of Lakewood. M/M sent a referral letter. 10/24/2022 – M/M received a response to submitted comments from Revolve Design-Build. M/M requested plans submitted directly to us when available to expedite the process and proof letter. 01/25/2023 – Gary updated M/M of the progress of their construction documents being submitted and noted that they are working with Consolidated mutual to get the water and sewer availability form. Plans still need to be submitted. 02/22/2023 – M/M received the sewer service availability form, the schematic design for the home/site, service availability, as well as a copy of the replat. M/M sent the completed sewer service availability form. 04/26/2023 – Gary Wegher reached out to M/M about the existing main sewer line depth, M/M sent NWLW's utilities exhibit. Gary sent an email to M/M regarding proposing a sink and toilet in the garage/barn and asked if there would be a tap fee. M/M responded requesting plans for the garage/barn, noting that a separate building should have its own service connecting to the District main and that yes a separate building requires a connection fee.

**UPDATE: 02/26/2024 – None.**



**Miscellaneous**

- 01/24/2024 – MM has reviewed the lots that SMDS has indicated did not pay a tap fee and letters were sent by SMDS to the owners. If further information is desired, please let us know. The Robb street homes consist of six units to which 4 did not pay. Quail Street consists of 4 units that no taps were paid and the 26<sup>th</sup> and Oak project consists of Seven lots of which none of the lots appeared to have paid. If Lot or platting information is desired for any of the project sites, please let us know specifically which projects are desired.

# METRO WATER RECOVERY

## Operations Committee Meeting

### Agenda

Tuesday, February 6, 2024

11:30 a.m.

Boardroom

Administration Building

### Roll Call

### Public Comment

### Action Items

### Tab No.

1. **Consideration of Ten-inch Potable Water Line Replacement Project (PAR 1408) Supplemental Funding Appropriation (O/F/E/Bd)** 1

#### **Chief Executive Officer's Proposal:**

Appropriate \$400,000 from the Fixed Asset Replacement Fund Capital Project Account to supplement the previous appropriation of \$1,825,000 (for a total appropriation of \$2,225,000) for the Ten-inch Potable Water Line Replacement Project (PAR 1408) (Project). This supplemental appropriation will provide additional construction funding for the Project to remove and install a new water meter vault at 54th Avenue and Franklin Street as part of the Project.

2. **Consideration of North Secondary Upgrades and Intensification Project (PAR 1411) Construction Manager-at-Risk Agreement, Work Authorization No. 1, and Appropriation (O/F/E/Bd)** 2

#### **Chief Executive Officer's Proposal:**

1. Authorize the Chief Executive Officer to enter into a Construction Manager-at-Risk Agreement with PCL Construction, Inc. (PCL) in the amount of \$1,700,000 to provide preconstruction and procurement services for the North Secondary Upgrades and Intensification Project (PAR 1411) (Project).
2. Authorize the Chief Executive Officer to enter into Work Authorization No.1 with PCL in the amount of \$8,000,000 to acquire material and provide construction services to replace failing fixed assets within the North Secondary Complex.
3. Appropriate \$9,810,000 (90 percent) from the Fixed Asset Replacement Fund Capital Project Account and \$1,090,000 (10 percent) from the General Fund Capital Project Account for this Project.



**Tab No.**

3. **Consideration of Board of Director Policy Changes (O/F/E/Bd)** 3

**Chief Executive Officer’s Proposal:**

Make the following changes to Board Policies:

- Amend the Clean Water Act Grants and Loans Policy
- Rescind the Colorado Amendment No. 1 The Taxpayer’s Bill of Rights Policy
- Rescind the Metro Water Recovery Goals and Objectives Policy

**Information Items**

1. Centrate Foam Tank and Miscellaneous Improvements Project (PAR 1444) Designation of Selection Committee Members for Construction Manager-At-Risk (O/F/E) 4
2. Metro Water Recovery Meet the Team – Information Technology Service Delivery (O/F/E) 5
3. Status of Capital Improvement Projects Report (O/F/E) 6
4. Current Activities/Operational Performance Report (O/F/E) 7
5. Financial Reports (O/F/E) 8
6. Upcoming Events (O/F/E) (*Separate Attachment*)

**Individual Director Comments**

**Other Information**

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Operating Officer **DATE:** January 26, 2024

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Kelsey Gedge, Senior Transmission System Engineering Manager  
Mark Hofmeister, Principal Engineer (Metro Project Manager)

**RE:** Ten-inch Potable Water Line Replacement Project (PAR 1408)  
Supplemental Funding Appropriation

### RECOMMENDATION

We recommend the Board of Directors appropriate \$400,000 from the Fixed Asset Replacement Fund Capital Project Account to supplement the previous appropriation of \$1,825,000 (for a total appropriation of \$2,225,000) for the Ten-inch Potable Water Line Replacement Project (PAR 1408) (Project). This supplemental appropriation will provide additional construction funding for the Project to remove and install a new water meter vault at 54th Avenue and Franklin Street as part of the Project.

### SUMMARY

Metro Water Recovery entered into an Intergovernmental Agreement (IGA) with Adams County (County) to replace the entirety of Metro's ten-inch water line which serves the Robert W. Hite Treatment Facility (RWHTF) from Franklin Street to 58th Avenue and York Street. Metro and the County share the cost of replacing segments of the water line along 58th Avenue with work along Franklin Street being fully funded by Metro. The County bid the project and construction began in May 2022. Since the start of the Project, 4,350 linear feet (L.F.) of existing asbestos concrete pipe has been removed and 4,700 L.F. of ten-inch ductile iron pipe has been installed to replace it. Portions of the existing asbestos concrete pipe have been abandoned in place due to other surrounding utilities.

During construction, unforeseen utility conflicts on Franklin Street prohibited removal and replacement of approximately 50 L.F. of asbestos pipe that enters into the existing water meter vault directly fed from Denver Water's water main. The best value solution is to demo the existing meter to allow for connection to the current water meter vault and install a new concrete metering vault north of the existing connection. The new vault would tie directly to the already installed new ductile iron pipe.

### BACKGROUND

Background information regarding the Project can be found in the Board memo dated [April 22, 2022](#).

In October 2023, following installation of 4,700 L.F. of new pipe, utility conflicts on Franklin Street near 54th Avenue at the existing water meter vault prohibited replacement of approximately 50 L.F. of existing asbestos cement pipe and connection and reuse of the existing vault. Metro Water Recovery discussed several options with Denver Water which retained old piping or had additional cost, but ultimately Metro selected a new meter vault north of the current location. Metro Water Recovery has submitted designs to Denver Water for construction approval of a new meter vault. This will resolve utility conflicts and connect directly into the newly installed ductile iron pipe downstream of the vault. Metro's total cost (engineering services, admin, construction costs, and contingency) for work completed and the water meter vault replacement is \$2,225,000 which would require a supplemental appropriation of \$400,000.

The Project began construction in May 2022 and the Metro Water Recovery portion is anticipated to be complete in March 2024.

### **JUSTIFICATION FOR BOARD ACTION**

Due to utility conflicts, a cost estimate was generated to remove the existing water meter vault and construct a new water meter vault. Metro Water Recovery staff recommends this approach to complete the work in a timely manner and take advantage of using the County's design consultant and construction contractor for the work.

### **FINANCIAL IMPACTS**

Metro Water Recovery's cost for design, construction, and administrative costs to remove and install the new water line in 58th Avenue between Franklin Street and York Street, and replacement in Franklin Street between 58th Avenue and 54th Avenue (including the new meter vault at 54th and Franklin), is estimated at \$2,225,000. The total requested supplemental appropriation for this Project is summarized as follows:

|  |                      |
|--|----------------------|
| Total Appropriation Requested                      | \$2,225,000          |
| Less Original Appropriation                        | <u>\$(1,825,000)</u> |
| <b>Total Supplemental Appropriation Requested*</b> | <b>\$400,000</b>     |

\*Supplemental Water Meter Vault costs include Engineering Services, Design Review, Permitting, Materials, Labor, and Contingency.

This cost will be incorporated into Metro Water Recovery's [Ten-Year Capital Expenditure Schedule](#) as part of the upcoming 2024 Revised/2025 Proposed budget preparation process. Metro staff believes this unanticipated cost can be absorbed within the overall management of Metro's capital projects program, without adverse impacts on the budget planning or [Annual Charges for Service](#) rates.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** January 26, 2024

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Matt Duncan, Senior Treatment Plant Engineering Manager  
Bob Neal, Principal Engineer (Metro Project Manager)

**RE:** North Secondary Upgrades and Intensification Project (PAR 1411)  
Construction Manager-at-Risk Agreement, Work Authorization No. 1, and  
Appropriation

### RECOMMENDATION

We recommend the Board of Directors:

1. Authorize the Chief Executive Officer (CEO) to enter into a Construction Manager-at-Risk (CMAR) Agreement with PCL Construction, Inc. (PCL) in the amount of \$1,700,000 to provide preconstruction and procurement services for the North Secondary Upgrades and Intensification Project (PAR 1411) (Project).
2. Authorize the CEO to enter into Work Authorization No.1 with PCL in the amount of \$8,000,000 to acquire material and provide construction services to replace failing fixed assets within the North Secondary Complex (NSEC).
3. Appropriate \$9,810,000 (90 percent) from the Fixed Asset Replacement Fund Capital Project Account and \$1,090,000 (10 percent) from the General Fund Capital Project Account for this Project.

### SUMMARY

Metro Water Recovery's Robert W. Hite Treatment Facility (RWHTF) consists of two liquid [secondary](#) treatment processes, known as the North and South complexes. The NSEC was part of the original treatment facility, becoming operational in 1967. Only two major projects have occurred since then which have impacted most of this facility. These include the installation of [nitrification](#) facilities as part of the North Secondary Improvements Project (PAR 388) to meet nutrient removal regulatory requirements during the late 1980s, and the upgrades completed in 2008 through the Controllers Upgrade Testing Project (PAR 942) to meet regulatory requirements by implementing a process reconfiguration which significantly improved [nitrogen](#) removal within the NSEC.

PAR 1411 addresses three major needs within the NSEC: providing upgraded [aeration](#) equipment (new aeration blowers and distribution piping) which will allow for a reliable aeration supply, implementation of a new treatment process known as densified activated sludge (DAS)

that will allow the NSEC to meet more stringent future regulatory requirements (while maintaining the rated treatment capacity), and rehabilitating or replacing fixed assets which have reached the end of their operational lives or are currently showing significant signs of failure.

The work associated with Work Authorization No.1 is related to the rehabilitation and/or replacement of fixed assets (material acquisition and associated construction costs) and has been negotiated as a stipulated price of \$8,000,000. Board authorization is required to execute the agreement and work authorization and appropriate the necessary funds.

## **BACKGROUND**

Background information regarding PAR 1411 can be found in the Board memo dated [December 21, 2022](#).

Stantec, in collaboration with Metro Water Recovery staff and PCL, has completed the design for Work Authorization No.1 which includes three components: purchasing and installation of [return activated sludge](#) (RAS) piping, new aeration basin drain valves, and the drain pumps isolation header valves. Metro has negotiated a stipulated price with PCL for Work Authorization No.1.

## **JUSTIFICATION FOR BOARD ACTION**

Board action is required to enter into the [CMAR](#) Agreement and subsequent Work Authorization No. 1 with PCL, for the amendment with Stantec, and to appropriate funds associated with these recommendations. Future work authorizations will also require Board approval.

## **CONTRACT AND PROCUREMENT INFORMATION**

### **CMAR Services**

PCL has nearly completed their CMAR services through the end of preliminary design under an existing Preconstruction Services Agreement. This contracting mechanism requires separate Construction Agreements for each Work Package. Metro Water Recovery staff has developed a new CMAR Agreement adapted from an industry standard which streamlines the contracting mechanism into a single contract with work authorizations to initiate procurement or construction activities.

A Preconstruction Services Agreement with PCL was initiated during January 2023. This contract will be terminated following preliminary design, and the remaining funds previously appropriated will be used in the new CMAR Agreement with PCL. The CMAR Agreement will be executed following authorization, allowing transfer of the remaining scope items of potholing services, completion of specialty inspections, and on-going project meeting attendance and management. Additional scope associated with completion of final design has been included in this recommendation and requires additional appropriation.

### **Construction Services**

Based on the design completed by Stantec, Metro Water Recovery has negotiated a Stipulated Price for Work Authorization No.1 with PCL. The [scope of work](#) for Work Authorization No.1

generally includes the following activities:

- Purchase and installation of RAS piping in the North Gallery of the NSEC. This includes removal and replacement of all suction and discharge piping for each of the four pumps within the four pump stations up to a main header. PCL will add blind flanges to abandon sections of RAS piping that are no longer used.
- Purchase and installation of 40 new aeration basin drain valves. This includes demolition and removal of the existing aeration basin drain valves. The 12 aeration basins in the NSEC have three separate passes, each with their own drain valve. These valves were installed as part of the original 1967 NSEC construction. Most of these valves no longer function requiring other methods to be used to drain the aeration basins. Half of the NSEC will need to be removed from service temporarily to perform this construction activity as 20 of the valves are tied to a common header pipe.
- Rehabilitation of 40 separate aeration basin drain lines. The improvements will include installing [cured-in-place piping](#) (CIPP) in a portion of the under-slab piping. The twelve aeration basins in the NSEC have three separate passes, each with their own drain piping. This drain piping was installed as part of the original 1967 construction and is at the end of its useful life.
- Purchase and installation of two drain pump isolation valves. The existing butterfly isolation valves on the two drain pumps (a drain pump is located in both halves of the NSEC Gallery) will be replaced with knife gate isolation valves.

## **Engineering Services**

Stantec is not requesting additional funding to perform engineering services during construction for Work Authorization No. 1. They have sufficient available funding remaining in the preliminary design portion of their Professional Services Agreement (PSA) to cover the cost of these services. However, authorization of Amendment No. 3 to Stantec's PSA is needed to describe the engineering services which will be provided for Work Authorization No. 1 with these remaining funds. The construction phase services provided by the Engineer will generally include the following activities:

- Coordinate with permitting agencies to finalize permitting.
- Review submittals, shop drawings, Requests for Information (RFI), and contractor pay applications.
- Resident engineering services to monitor construction activities and hold regular construction meetings.

## **FINANCIAL IMPACTS**

Metro Water Recovery staff has negotiated a stipulated price for construction services as well as a fee for the completion of CMAR services with PCL. The total requested appropriation is as follows:

|  |                            |
|--|----------------------------|
| <b>CMAR Agreement(PCL Final Design Services)</b> | <b>1,700,000</b>           |
| Construction Services (Work Authorization #1)    | \$8,120,000                |
| CMAR Contingency Allowance                       | \$280,000                  |
| <b>Subtotal for Work Authorization #1 (PCL)</b>  | <b>\$8,400,000</b>         |
| Administrative Costs (~3 percent)                | \$300,000                  |
| Contingency (~5 percent)                         | \$500,000                  |
| <b>Total Appropriation Requested</b>             | <b><u>\$10,900,000</u></b> |

Pursuant to Metro Water Recovery’s capital financing policy, \$9,810,000 (90 percent) will come from the Fixed Asset Replacement Fund Capital Project Account and \$1,090,000 (10 percent) will come from the General Fund Capital Project Account. The [Ten-Year Capital Expenditure Schedule](#) used to prepare the cash flow schedule for the 2024 Adopted Budget includes \$231 million for this Project. A detailed accounting of project cost can be found [here](#).

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer

**DATE:** January 10, 2024

**FROM:** Emily Jackson, Chief Legal Officer  
Dawn Ambrosio, Chief Strategy Officer

**RE:** Board of Director Policy Changes

### RECOMMENDATION

We recommend the Board of Directors make the following changes to Board Policies:

- Amend the Clean Water Act Grants and Loans Policy
- Rescind the Colorado Amendment No. 1 The Taxpayer's Bill of Rights Policy
- Rescind the Metro Water Recovery Goals and Objectives Policy

### SUMMARY

This item was presented to the Operations and Finance committees during the January 2024 Joint Committee meeting as an information item.

Routinely, Metro Water Recovery staff reviews the Board's General Information Manual (Manual) and associated documents within. Recently, staff has reviewed the Board Policies (Policies) included in the manual and found a few requiring rescission or amendment.

### BACKGROUND

During a recent review of the Policies, staff discussed the necessity of each policy and the purpose of the policies as a whole. Staff found three Policies requiring Board action to either rescind the policy altogether or amend the policy to better suit Metro Water Recovery's mission and daily operation.

#### Clean Water Act Grants and Loans Policy

This policy has been in place since 2011 and was adopted to direct Metro Water Recovery staff to apply for all federal and state grants and low-cost loans for capital projects. The policy states,

"Instructs the Chief Executive Officer (CEO) **to apply** for federal and State grants and low-cost loans (subject to Board of Directors approval) for capital projects,"

and

"In order to accomplish this policy, the CEO of Metro Water Recovery **is instructed to apply** to the United States Environmental Protection Agency (EPA) and the State of Colorado for grants or low-cost loans (subject to Board of Directors approval) to reduce the cost of capital projects and the cost to Metro



Connectors and ratepayers.” (emphasis added)

This language appears to require the CEO to automatically apply for loans and grants. While staff routinely evaluates grant and loan opportunities as they arise and has reported these opportunities to the Board, staff has not applied for every grant and loan available because it is not in the best interest of Metro Water Recovery. After discussion, staff recommends amending this policy to remove the application requirement and instead read:

“Instructs the Chief Executive Officer (CEO) to apply for federal and State grants and low-cost loans (subject to Board of Directors approval) for capital projects, if it is in the best interest of Metro Water Recovery.”

And

““In order to accomplish this policy, the CEO of Metro Water Recovery ~~is instructed to~~ **may apply** to the United States Environmental Protection Agency (EPA) and the State of Colorado for grants or low-cost loans (subject to Board of Directors approval) to reduce the cost of capital projects and the cost to Metro Connectors and ratepayers.” (emphasis added)

These changes will match current practices.

### **Colorado Amendment No. 1 The Taxpayer’s Bill of Rights Policy**

This document has been in place since 1992 and was adopted to restate the approved resolution opting Metro Water Recovery into its tax exemption under the Taxpayer’s Bill of Rights. Because this exemption is captured within [Resolution 1292-6.j](#), staff believes this reflects a decision of the Board, not a policy, and as the decision is already stated in the resolution, the policy is redundant.

Staff recommends rescinding this policy and relying on the approved resolution solely.

### **Metro Water Recovery Goals and Objectives Policy**

This policy has been in place since 2017 and adopted the Mission and Goals of Metro Water Recovery’s 2016 Strategic Plan. This policy is now out of date with the adoption of the updated Strategic Plan in 2023. Because the Strategic Plan was adopted into [Resolution 0523-B7.g](#), staff believes this policy is redundant.

Staff recommends rescinding this policy and relying on the approved resolution solely.

Attachments

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**Board  
of  
Directors  
Policy**

*Title:* **CLEAN WATER ACT GRANTS AND  
LOANS**

*Resolution No.:* **0311-6.c**

*Date Adopted:* **March 15, 2011**

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**SUMMARY:** Instructs the Chief Executive Officer (CEO) to apply for federal and State grants and low-cost loans (subject to Board of Directors approval) for capital projects.

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Congress occasionally appropriates funds to assist public bodies to acquire and construct sewage collection and treatment facilities under the Clean Water Act (33 U.S.C. 1251 et. seq.).

Metro Water Recovery, hereinafter also referred to as "Metro," constructs and operates sewage transmission and treatment facilities in the Counties of Adams, Arapahoe, Douglas, Jefferson, and Weld and the City and County of Denver, State of Colorado.

Metro Water Recovery may be eligible for one or more grants or low-cost loans under the Clean Water Act. It is in the best interest of Metro to apply for such grants and loans to reduce the cost of Metro's capital projects and the cost to its Connectors and their ratepayers. It shall be the general policy of Metro to apply for such grants and low-cost loans when they become available.

In order to accomplish this policy, the CEO of Metro Water Recovery is instructed to apply to the United States Environmental Protection Agency (EPA) and the State of Colorado for grants or low-cost loans (subject to Board of Directors approval) to reduce the cost of capital projects and the cost to Metro Connectors and ratepayers.

|  |   |
|--|---|
| <b>Board<br/>of<br/>Directors<br/>Policy</b> | <p><i>Title:</i>                   <b>COLORADO AMENDMENT NO. 1<br/>THE TAXPAYER'S BILL OF RIGHTS</b></p> <p><i>Resolution No.:</i>   <b>1292-6.j</b></p> <p><i>Date Adopted:</i>     <b>December 15, 1992</b></p> |
|--|---|

**SUMMARY:** Metro Water Recovery is considered an "enterprise" under Colorado Constitutional Amendment Article X, Section 20 and is therefore exempt from the provisions of the Taxpayer's Bill of Rights.

WHEREAS, the People of the State of Colorado have enacted an Amendment to the Constitution of the State of Colorado, Article X, Section 20, The Taxpayer's Bill of Rights; and

WHEREAS, Section (2) Term "Definitions" provides for an exclusion to the Amendment as follows: (b) "District" means the state or any local government, excluding enterprises (emphasis supplied) and (d) "Enterprise" means a government owned business authorized to issue its own revenue bonds and receiving under 10% of annual revenue in grants from all Colorado state and local governments combined; and

WHEREAS, it is the opinion of Sherman & Howard, Bond Counsel for Metro Water Recovery hereinafter also referred to as "Metro," and Inman, Flynn, Biesterfeld & Crabtree, P.C., General Counsel for Metro, that Metro is an enterprise under this definition and is therefore exempt from the provisions of the Amendment; and

WHEREAS, it is further the opinion of counsel that the service contracts entered into by Metro Water Recovery with its Members and Special Connectors and the bond resolutions entered into with bond holders under the State and Federal Constitution may not be impaired by the Amendment and therefore Metro should proceed as an exempt enterprise under the provision of the Constitutional Amendment; and

WHEREAS, the Budget/Finance Committee, after having reviewed the matter, recommends that the Chief Executive Officer be and hereby is authorized and instructed to proceed as an exempt enterprise under the provision of the Constitutional Amendment Article X, Section 20, the Taxpayer's Bill of Rights; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the Budget/Finance Committee;

NOW THEREFORE BE IT RESOLVED, that the Chief Executive Officer of Metro Water Recovery be and hereby is authorized and instructed to operate Metro as an exempt entity, free from all provisions and limitations of Article X, Section 20 of the Colorado Constitution.

|  |  |
|--|--|
| <b>Board<br/>of<br/>Directors<br/>Policy</b> | <i>Title:</i> <b>METRO WATER RECOVERY<br/>GOALS AND OBJECTIVES</b> |
|  | <i>Resolution No.:</i> <b>0517-6.e</b>                             |
|  | <i>Date Adopted:</i> <b>May 16, 2017</b>                           |

**SUMMARY:** Adopts the Mission and Goals of Metro Water Recovery’s 2016 Strategic Plan.

The mission of Metro Water Recovery, hereinafter also referred to as “Metro,” as set forth in the Metro’s 2016 Strategic Plan (Strategic Plan), is “to protect the region’s health and environment by cleaning water and recovering resources.” Consistent with the Mission, the Strategic Plan set forth seven Metro Goals, which reflect the Board of Directors’ general direction regarding the operation and future direction of Metro.

The Goals of Metro Water Recovery are:

1.     **Collaboration.** To promote internal and external collaboration to achieve shared goals. Collaboration, internally and externally, is a key to success in the clean water industry. Internally, teamwork will be encouraged and supported; and externally, Metro will work closely with other organizations to benefit connectors, customers, and the environment.
2.     **Employer of Choice.** To attract and retain an effective, motivated, and high-quality workforce. Metro’s performance as a whole depends on a high-performing workforce. Accordingly, Metro will attract, retain, motivate, manage, and reward exceptional employees who make significant contributions to its success.
3.     **Customer Service.** To provide exceptional customer service through outreach, communication, and cooperation. Metro will communicate with customers to provide superior service and products that fulfill needs and provide lasting value.
4.     **Infrastructure and Operational Excellence.** To deliver value through employee involvement, process optimization, and asset stewardship. Metro is justifiably proud of its existing infrastructure and new infrastructure currently under construction. Critical to Metro’s success is a continued focus on developing and maintaining a sustainable infrastructure that will meet customer needs now and in the future.
5.     **Financial Stability.** To maximize value to Metro ratepayers through stewardship of financial resources. Metro’s ability to meet customer needs and implement the Strategic Plan requires excellent financial performance. Metro is committed to maintaining a level of quality, performance, and value that will earn stakeholders’ continued loyalty and respect and ensure effective financial management.

6. **Regulatory Engagement and Compliance.** To meet or surpass regulatory requirements through advocacy and collaborative relationships. Clean water is a highly regulated operation. Metro is committed to meeting or surpassing all regulatory requirements while working with regulators and other stakeholders to ensure these requirements are environmentally and financially appropriate.
7. **Culture of Innovation.** To inspire infinite ideas that extend the value of finite resources. Metro will progress into the future by embracing innovation throughout its operations. Initial innovation efforts will be expanded and become part of the fabric of Metro.

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** January 31, 2024

**FROM:** Sherman Papke, Chief Technical Officer  
Andrew Nelson, Director of Engineering  
Matthew Duncan, Senior Treatment Plant Engineering Manager  
Michael Grengs, Senior Engineer (Metro Project Manager)

**RE:** Centrate Foam Tank and Miscellaneous Improvements Project (PAR 1444)  
Designation of Selection Committee Members for Construction Manager-At-Risk

### RECOMMENDATION

We recommend the Executive Committee designate two Directors to serve on a Selection Committee to select a Construction Manager-At-Risk (CMAR Contractor) to perform preconstruction and procurement services for the Centrate Foam Tank and Miscellaneous Improvements Project (PAR 1444) (Project). Interviews will be held, and a CMAR Contractor selected on February 20, 2024. Directors interested in serving on the Selection Committee are asked to notify their Standing Committee Chair or the Board Chair prior to the February 13, 2024 Executive Committee meeting.

### SUMMARY

Design of the improvements to the Robert W. Hite Treatment Facility's (RWHTF) [Centrate](#) Foam Tank and ancillary facilities will be completed through coordinated efforts of Metro Water Recovery staff and Brown and Caldwell in collaboration with a selected [CMAR](#) Contractor. The CMAR Contractor, per a standard CMAR agreement, is expected to work collaboratively with Metro and Brown and Caldwell to optimize and better define schedule, project costs, construction impacts on stakeholders, design details, and other advantages which result from use of the CMAR process.

### BACKGROUND

The [Sludge Processing Facility \(SLP\) and the Sludge Holding Tanks \(SHT\) facilities](#) are used to support the [biosolids stabilization](#) and [dewatering](#) processes at the RWHTF. One of these processes includes the collection and distribution of centrate produced by the dewatering centrifuges in the adjacent Biosolids Dewatering and Storage Facility (BDSF). The centrate produced from BDSF can flow to either the Centrate Holding tank located between the SLP and SHT or to the Centrate Foam Tank located in the SLP basement. Both tanks have separate pump systems which enable the centrate to be pumped to either the North or South secondary treatment processes at RWHTF. The existing pumps which convey flow from the Centrate Foam Tank have reached the end of their useful life and do not have enough capacity to meet future demand. This Project will replace the pumping system for the Centrate Foam Tank with four new higher capacity pumps to accommodate future flows and ensure operational reliability. Installation of the new pumps will require structural modifications to the Centrate Foam Tank and supporting electrical and instrumentation upgrades.

This Project will also include a variety of miscellaneous improvements around the SHT and SLP facilities such as piping modifications, drainage improvements, structural repairs, and demolition of obsolete equipment and infrastructure.

**JUSTIFICATION FOR BOARD ACTION**

On December 21, 2023, Metro Water Recovery issued a Request for Proposals (RFP) for CMAR services for the Project. Metro will receive proposals from Contractors on February 7, 2024, and shortlist no more than three firms by February 13, 2024. The selected firms will be invited for presentations and interviews on February 20, 2024.

Metro Water Recovery’s [Purchasing and Contracts Policy](#) requires the CMAR Contractor selection be made by a Committee of Metro staff and Directors as the estimated costs for all Contractor services will be greater than \$1.5 million. Two members from the Board of Directors are needed to serve on the CMAR Contractor Selection Committee.

**Interview Schedule**

Two to three presentation/interviews are anticipated and will be conducted on February 20, 2024, in the Boardroom at the RWHTF with the following tentative schedule:

|                  | <b>Two Shortlisted Contractors</b>            | <b>Three Shortlisted Contractors</b>          |
|------------------|---|---|
| 1:00 – 1:15 p.m. | n/a   | Review Project Scope with Selection Committee |
| 1:00 – 1:30 p.m. |   |   |
| 1:30 – 1:45 p.m. |   |   |
| 1:45 – 2:00 p.m. | Review Project Scope with Selection Committee | Contractor 1 Interview                        |
| 2:00 – 2:15 p.m. |   |   |
| 2:00 – 2:30 p.m. | Contractor 1 Interview                        | Discussion/Break                              |
| 2:30 – 2:45 p.m. |   |   |
| 2:45 – 3:00 p.m. | Discussion/Break                              | Contractor 2 Interview                        |
| 3:00 – 3:15 p.m. |   |   |
| 3:15 – 3:30 p.m. | Contractor 2 Interview                        | Discussion/Break                              |
| 3:30 – 3:45 p.m. |   |   |
| 3:30 – 4:00 p.m. | Contractor Ranking and Discussion             | Contractor Ranking and Discussion             |
|                  |   |   |

The time slot for each contractor will consist of a 15-minute presentation and a 15-minute question and answer period. Following the last presentation/interview, each Selection Committee member will rank the CMAR Contractors in order of preference. The Selection Committee will then come to a consensus on the ranking, and Directors on the Selection Committee will instruct Metro Water Recovery staff to negotiate an agreement with the highest-ranked CMAR Contractor.

**CONTRACT AND PROCUREMENT INFORMATION**

After negotiating an agreement (scope of work and fees) with the highest-ranked CMAR Contractor, Metro Water Recovery staff will request the Board authorize the CEO to enter into a standard CMAR Agreement with the selected CMAR Contractor. An authorization will also be requested to initiate the first work authorization to procure long-lead equipment to control the Project schedule. Long-lead equipment bids are required to be submitted with proposals and will be the basis of the work authorization. An appropriation will accompany the two authorization requests.

## **FINANCIAL IMPACTS**

This Project was not included in the [Ten-Year Capital Expenditure Schedule \(CES\)](#) used to prepare the cash flow schedule for the 2024 Budget. This Project has been included in an updated version of the CES used to prepare the cash flow schedule for the 2025 Proposed Budget. \$4.2 million is included for this Project. It is assumed rescission of funds associated with other projects closing out in 2024 will offset the costs associated with this Project. Pursuant to Metro Water Recovery's capital financing policy, this Project will be 100 percent funded from the Fixed Asset Replacement Fund Capital Project Account.



# IT SERVICE DELIVERY

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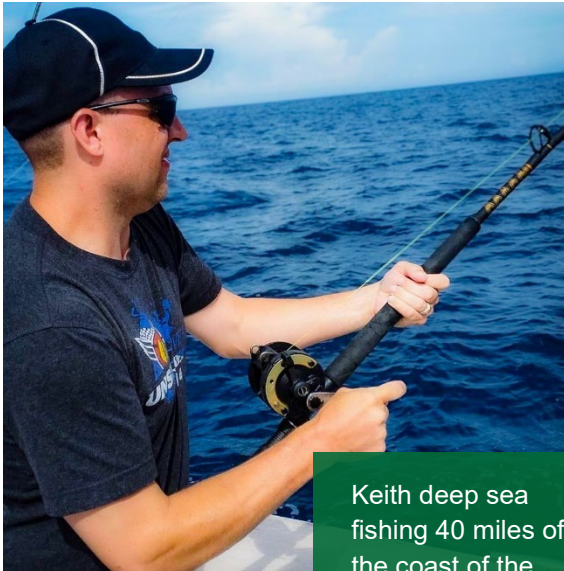
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What happens when Metro Water Recovery has information technology (IT) issues? We turn to the Service Delivery team. As the first point of contact for all IT concerns, this group does a little bit of everything: troubleshooting computer problems, setting up networks, evaluating software options, and so much more.

Service Delivery (aka the service desk for employees) provides support for all employees at Metro Water Recovery, whether at the METROGRO Farm, the Northern Treatment Plant, or the Robert W. Hite Treatment Facility. Team members also serve as subject matter experts for a variety of projects. When they aren't helping their coworkers, this team stays up to date on the latest IT topics and trends, including obtaining a variety of credentials such as the Information Technology Infrastructure Library (ITIL) certification. They are Metro's own computer superheroes.

Service Delivery is (from left to right) Nathan Reichner, Sean Morris, Elliot Bond, Keith Howitt, and Maya Petersen.



Keith deep sea fishing 40 miles off the coast of the Outer Banks, NC.

## KEITH HOWITT

### IT Service Delivery Manager

Keith has been at Metro Water Recovery for 16 years. He started out in the IT Applications group, then moved to Service Delivery in 2019. He was promoted to IT Service Delivery Manager in 2022 and helps to ensure his employees have everything they need to do their jobs successfully and have the opportunity to grow. Keith has a few certifications, including ITIL and Kali Linux Certified Professional, and is currently pursuing his MBA from Regis University.

Keith’s favorite aspects of his job are being part of IT efforts that improve Metro Water Recovery and being able to implement new ideas. “I get a little bit more of a voice in where IT is going, its direction—I get to have some input in that.”

Prior to Metro, Keith worked at Tundra Specialties as a network administrator/developer and creator of their intranet. If for some reason Keith couldn’t work in IT, he would work in the field of child psychology. “Before I decided to get my undergrad in IT, I was considering a degree in psychology. I thought it would be fun to help kids.”

Outside of work, Keith is involved in computer gaming, and participates in tournaments hosted by Intel LANFest. Prior to the pandemic, he and his family were very active in martial arts.

## ELLIOT BOND

### IT Service Desk Analyst II

Elliot joined Metro Water Recovery in June 2022, and has been in Service Delivery the whole time. In addition to responding to service desk tickets, Elliot has been involved in special projects such as the development of a more user-friendly ticketing system and change management efforts. He likes collaborating with other team members and enjoys “the mentally stimulating part of learning about all of the different technologies and how we use them to make labor more productive.”

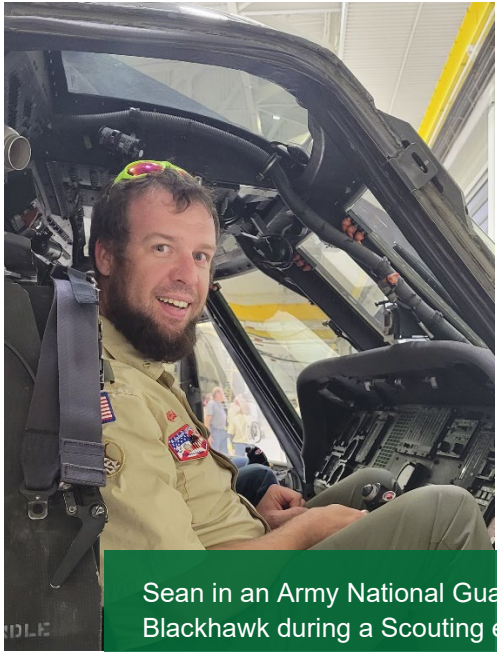
If Elliot couldn’t work in IT, he would want to help develop a settlement on another planet.

In his free time, Elliot hikes and camps. He is also constantly learning new things, and even has his own IT home lab.

Elliot and Rocky resting along the Blue Lakes Trail in Ouray, CO.



*\*Elliot accepted a promotion to the Cybersecurity Division in January 2024.*



Sean in an Army National Guard Blackhawk during a Scouting event at Buckley Space Force Base.

## SEAN MORRIS

### IT Service Desk Analyst II

Sean has been at Metro Water Recovery and in Service Delivery since October 2018. In addition to his service desk duties, he has been involved in projects such as digital signage and developing Metro’s current IT ticketing system. Sean has project management and ITIL certifications and is pursuing his master’s degree in Cybersecurity Management.

Sean enjoys being able to take a proactive approach to his work. “I like to go into any building on site and talk to the people there and ask, ‘what’s giving you problems today?’”

Prior to working at Metro Water Recovery, Sean was a contractor for Dell, Microsoft, and Nutrien. If he couldn’t work in IT, Sean would do something with motorsports, possibly organizing events or engineering cars.

In his free time, Sean is highly involved with the Boy Scouts of America as an Assistant Scoutmaster and merit badge counselor, preparing young people to make ethical and moral choices over their lifetimes.

## NATHAN REICHNER

### IT Service Desk Analyst II

Nathan joined Metro Water Recovery in March 2017, and has been in Service Delivery since October 2019. Beyond Nathan’s service desk duties, he is currently the IT Department’s liaison for Metro’s Defined Contribution Retirement Plan. Nathan has also served on Metro’s Cybersecurity Program Management and Ideas at Work committees. Nathan has a college diploma in Information Technology: Basic Networking and Security, as well as certifications in ITIL, Microsoft Azure, and Microsoft 365.

Nathan enjoys the diversity of his work, solving problems, and facing new challenges every day. “IT never becomes repetitive. There’s always new software, new projects that we are working on, and new issues to troubleshoot.”

Prior to coming to Metro Water Recovery, Nathan worked as a picture archiving communication system support assistant at Moffitt Cancer Center. If for some reason Nathan couldn’t work in IT, he would become more involved in real estate and stock market investing. Outside of work, Nathan loves to spend time with his wife and two young boys; and enjoys going to the gym, spending time outdoors hiking, snowshoeing, and cross-country skiing.

Nathan with his wife Jessica, 4-year-old son James, and 2-year-old son Ben at Rocky Mountain National Park.





Maya's dog Zelda and cat Homer. (not pictured: Willy the cat)

# MAYA PETERSEN

## IT Service Desk Analyst I

Maya is a newer employee at Metro Water Recovery and a member of the Service Delivery team since June 2023. Beyond addressing service desk tickets, Maya has been involved in Metro's key tracer project—a system where employees can use a code or scan their ID badges to sign out and track vehicle keys.

Maya likes the uniqueness of her role here. "I like solving problems that I normally wouldn't get to solve anywhere else."

Prior to working at Metro Water Recovery, Maya worked in the help desk at Aims Community College. If she couldn't work in IT, Maya would be a photographer or a chef.

In her free time, Maya reads and spends time with her dog and two cats.

## Service Delivery Partnerships

The Service Delivery team has been involved in many projects in addition to those mentioned in the team member profiles, including:

- Upgrading the records management system
- Outfitting the lift station
- Supporting Metro Water Recovery's biosolids scales
- Fuel tracking software
- Local networking infrastructure
- Transitioning employees to laptops
- Setting up the Microsoft Teams-enabled Boardroom and Operations Systems and Control Building conference room
- Launching two-factor authentication
- Upgrading security cameras
- Running technology for the Town Halls

Biosolids scales server interface. These devices communicate with the server to collect weight data. Below you can see a truck is on the scale.

The screenshot shows the InterAct 6.1 software interface. At the top, there is a menu bar with options like Logins, Admin, Weigh, Accounting, Reporting, Unattended, Help, and Quit. The main window displays an 'Open Ticket List' table with columns for Ticket, Account, Note, and Badge No. Below the table, there are buttons for 'Reprint Ticket', 'Print Weight', and 'Options'. On the right side, there is a 'Biosolids scales server interface' window showing a scale reading of 93060 lb. The interface includes buttons for 'Start Stop', 'Tare', 'Menu', 'Reprint', 'Update Rate', 'Line Up', and 'Line Down'. A large digital display on the right shows the weight '93060'.

| Ticket   | Account        | Note | Badge No |
|----------|----------------|------|----------|
| *11559-1 | A10001 - METRO |      | 05570    |
| *11560-1 | A10001 - METRO |      | 05572    |
| *11561-1 | A10001 - METRO |      | 06785    |
| *11562-1 | A10001 - METRO |      | 05565    |
| *11563-1 | A10001 - METRO |      | 05566    |

# METRO WATER RECOVERY

## MEMORANDUM

**TO:** Mickey Conway, Chief Executive Officer **DATE:** January 17, 2024  
**FROM:** Andy Nelson, Director of Engineering  
**RE:** Status of Capital Improvement Projects Report Through December 2023

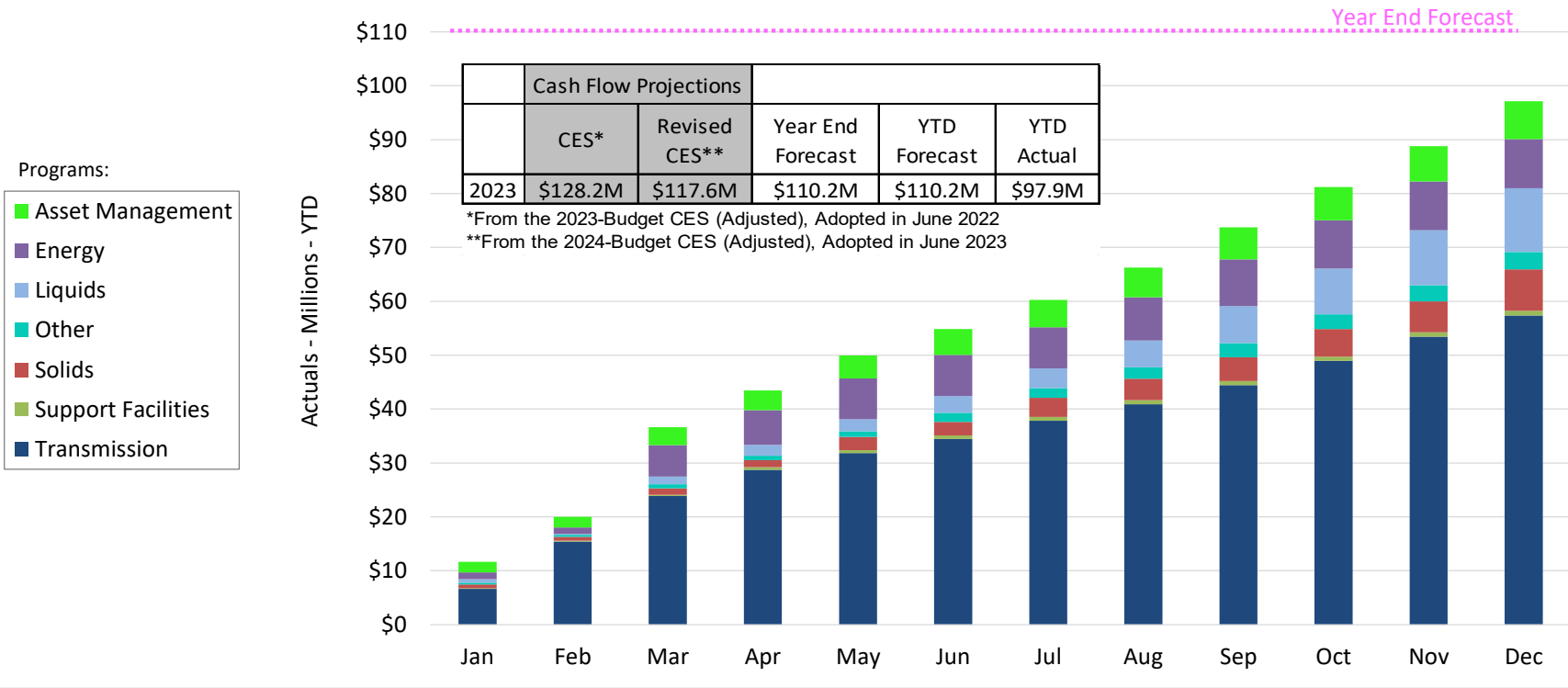
The monthly Status of Capital Improvement Projects Report provides information on capital improvement projects. The Report includes:

1. Cash Flow Projections versus Actual (Attachment 1): This bar graph provides program-wide cash flow forecast versus actual expenditures and the capital program's monthly cash flow projections for the current year. Content includes the 2023 *Ten-Year Capital Expenditure Schedule* (CES) amount, the 2024 Budget CES (Adjusted) amount, dollars spent to date on all capital projects (by Program) and forecast of expenditures. The legend is shown on the attachment.
2. Five-Year Schedule (Attachment 2): This bar graph provides basic project schedule information for significant projects which are currently active or will be initiated in the near term. Content includes the Project Action Request (PAR) number, project name, and a five-year project schedule window showing the previous and current years plus the next three years. The legend is shown on the attachment.
3. Monthly Capital Project Financial Status Report (Attachment 3): This table provides financial information on large capital projects. Content includes general project information, active phase, and total project cost information. The Definitions Page provides a definition of certain columns and how each column's value is calculated.

Attachments

## Attachement 1

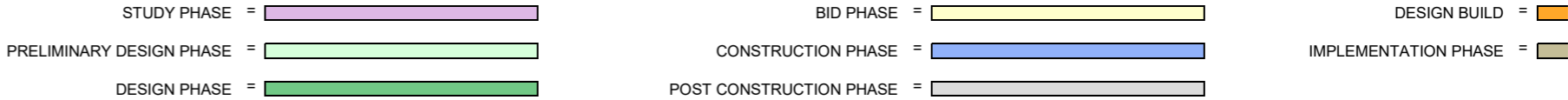
### CAPITAL IMPROVEMENT PROJECTS 2023 Cash Flow Projections versus Actuals through December 2023



## Attachment 2 CAPITAL IMPROVEMENT PROJECTS Five-Year Schedule

| PAR  | PROJECT   | 2023 |     |     |     |     |     |     |     |     |     |     |     | 2024 |     |     |     |     |     |     |     |     |     |     |     | 2025 |     |     |     |     |     |     |     |     |     |     |     | 2026 |     |     |     |     |     |     |     |     |     |     |     |
|------|---|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|      |   | Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan  | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|      | <i>ASSET MANAGEMENT</i>   |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1379 | 2020 Annual Fixed Asset Replacement Priorities                      |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1382 | North Complex Natural Gas System Replacement                        |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1408 | Potable Waterline Replacement                                       |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
|      | <i>LIQUIDS</i>  |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1225 | South Headworks and Grease Processing Improvements                  |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1396 | NTP Primary Clarifier Cover Damage Repair                           |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1400 | PAA Disinfection System Improvements                                |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1411 | North Secondary Upgrades and Intensification Project                |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1416 | NTP Effluent Temperature  |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
|      | <i>SOLIDS</i>   |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1244 | Solids Processing Building Improvements                             |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1426 | Phosphorous Recovery Facility Reliability Improvements              |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1434 | NTP Post Digestion Sidestream Improvements                          |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
|      | <i>ENERGY</i>   |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1265 | Electrical Transmission Service Substation                          |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1395 | RWHTF Biogas Utilization  |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
|      | <i>TRANSMISSION</i>   |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1232 | Second Creek Interceptor Sand Creek Interceptor System Improvements |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1312 | Lift Station (TNW & DM)   |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1325 | Transmission System Rehabilitation 2020                             |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1340 | Force Main and Siphon Condition Assessment and Cleaning             |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1363 | Interceptor Rehabilitation 2020-2022                                |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |
| 1425 | Aurora Westside Interceptor Rehabilitation                          |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |      |     |     |     |     |     |     |     |     |     |     |     |

DATELINE





### Attachment 3 Monthly Capital Projects Financial Status Report

|   |  |              |            |                                  |                                  | ACTIVE PHASE        |                     |                    |        |                     |                    |        |                    |                       | TOTAL PROJECT       |                             |                      |                     |                     |
|---|--|--------------|------------|----------------------------------|----------------------------------|---------------------|---------------------|--------------------|--------|---------------------|--------------------|--------|--------------------|-----------------------|---------------------|-----------------------------|----------------------|---------------------|---------------------|
| A                                       | B  | C            | D          | E                                | F                                | G                   | H                   | I                  | J      | K                   | L                  | M      | N                  | O                     | P                   | Q                           | R                    | S                   | T                   |
| PAR #                                   | Project Name   | Active Phase | Deliv Meth | Consultant(s)                    | Contractor(s)                    | Appropriations      | Consultant          |                    |        | Contractor          |                    |        | Other Tasks        | Remaining Contingency | Costs to Date       | Total Project Cost Estimate | Total Appropriations | Total Costs to Date | Total Variance      |
|   |  |              |            |                                  |                                  |                     | Contracts           | Amendments         | %      | Contracts           | Change Orders      | %      |                    |                       |                     |                             |                      |                     |                     |
| <b>Asset Management</b>                 |  |              |            |                                  |                                  |                     |                     |                    |        |                     |                    |        |                    |                       |                     |                             |                      |                     |                     |
| 1379                                    | Annual Fixed Asset Replacement Priorities              | Construction | N/A        | NEI                              | Moltz and Sturgeon               | \$7,370,000         | \$140,000           | \$0                | 0.0%   | \$6,525,000         | (\$200,000)        | -3.0%  | \$210,000          | \$495,000             | \$5,696,092         | \$11,728,000                | \$19,428,000         | \$9,883,142         | \$9,544,858         |
| 1382                                    | North Complex Natural Gas System Replacement           | Construction | DBB        | Metro Water Recovery             | Blackeagle Energy Services       | \$1,143,000         | \$0                 | \$0                | 0.0%   | \$941,901           | \$65,104           | 7.4%   | \$43,308           | \$157,791             | \$931,762           | \$1,142,895                 | \$1,143,000          | \$931,762           | \$211,238           |
| 1408                                    | Potable Waterline Replacement                          | Construction | N/A        | Adams County                     | Adams County                     | \$1,825,000         | \$0                 | \$0                | 0.0%   | \$1,652,000         | \$1,002,000        | 154.2% | \$15,000           | \$158,000             | \$65,104            | \$1,825,000                 | \$1,825,000          | \$65,104            | \$1,759,897         |
| <b>Sub Total for Asset Management :</b> |  |              |            |                                  |                                  | <b>\$10,338,000</b> | <b>\$140,000</b>    | <b>\$0</b>         |        | <b>\$9,118,901</b>  | <b>\$867,104</b>   |        | <b>\$268,308</b>   | <b>\$810,791</b>      | <b>\$6,692,958</b>  | <b>\$14,695,895</b>         | <b>\$22,396,000</b>  | <b>\$10,880,008</b> | <b>\$11,515,992</b> |
| <b>Liquids</b>                          |  |              |            |                                  |                                  |                     |                     |                    |        |                     |                    |        |                    |                       |                     |                             |                      |                     |                     |
| 1225                                    | South Headworks and Grease Processing Improvements     | Construction | DBB        | Carollo Engineers, Inc           | MWH Constructors, Inc            | \$67,124,067        | \$9,025,100         | \$2,939,200        | 48.3%  | \$54,944,343        | \$1,944,352        | 3.7%   | \$2,660,045        | \$494,579             | \$65,612,874        | \$71,498,000                | \$71,498,000         | \$69,988,323        | \$1,509,677         |
| 1396                                    | NTP Primary Clarifier Cover Damage Repair              | Construction | DBB        | Stantec Consulting Services, Inc | Hensel Phelps Construction       | \$5,919,278         | \$129,500           | \$0                | 0.0%   | \$5,060,293         | \$72,293           | 1.4%   | \$50,000           | \$679,485             | \$1,709,218         | \$6,000,000                 | \$6,000,000          | \$1,779,440         | \$4,220,560         |
| 1400                                    | PAA Disinfection System Improvements                   | Design       | CMAR       | CDM Smith, Inc.                  | Garney Construction              | \$1,729,970         | \$1,658,645         | \$490,880          | 42.0%  | \$0                 | \$0                | 0.0%   | \$71,325           | \$0                   | \$1,688,700         | \$13,000,000                | \$25,230,000         | \$5,612,533         | \$19,617,467        |
| 1411                                    | North Secondary Upgrades and Intensification           | Pre-Design   | CMAR       | Stantec Consulting Services, Inc | PCL Construction, Inc            | \$7,569,908         | \$7,569,908         | \$45,000           | .6%    | \$0                 | \$0                | 0.0%   | \$0                | \$0                   | \$4,072,930         | \$231,000,000               | \$24,015,000         | \$4,893,513         | \$19,121,487        |
| 1416                                    | NTP Effluent Temperature                               | Study Phase  | N/A        | Stantec Consulting Services, Inc | Hensel Phelps Construction Co    | \$916,000           | \$578,000           | \$328,000          | 131.2% | \$0                 | \$0                | 0.0%   | \$265,000          | \$73,000              | \$627,015           | \$21,970,000                | \$3,316,000          | \$1,448,055         | \$1,867,945         |
| <b>Sub Total for Liquids :</b>          |  |              |            |                                  |                                  | <b>\$83,259,223</b> | <b>\$18,961,153</b> | <b>\$3,803,080</b> |        | <b>\$60,004,636</b> | <b>\$2,016,645</b> |        | <b>\$3,046,370</b> | <b>\$1,247,065</b>    | <b>\$73,710,738</b> | <b>\$343,468,000</b>        | <b>\$130,059,000</b> | <b>\$83,721,864</b> | <b>\$46,337,137</b> |
| <b>Solids</b>                           |  |              |            |                                  |                                  |                     |                     |                    |        |                     |                    |        |                    |                       |                     |                             |                      |                     |                     |
| 1244                                    | Solids Processing Building Improvements                | Construction | DBB        | Brown And Caldwell               | MWH Constructors, Inc            | \$89,637,329        | \$9,318,542         | \$1,077,288        | 13.1%  | \$76,819,119        | \$2,623,354        | 3.5%   | \$950,000          | \$2,549,668           | \$84,945,486        | \$96,757,000                | \$96,757,000         | \$91,966,765        | \$4,790,235         |
| 1426                                    | Phosphorous Recovery Facility Reliability Improvements | Design       | DBB        | Stantec Consulting Services, Inc |                                  | \$358,000           | \$358,000           | \$119,524          | 50.1%  | \$0                 | \$0                | 0.0%   | \$0                | \$0                   | \$229,879           | \$2,100,000                 | \$2,100,000          | \$229,879           | \$1,870,121         |
| 1434                                    | NTP Post Digestion Sidestream Improvements             | Design Phase | CMAR       | Black & Veatch Corporation       | Archer Western Construction, LLC | \$1,020,000         | \$870,000           | \$150,000          | 20.8%  | \$0                 | \$0                | 0.0%   | \$25,000           | \$125,000             | \$0                 | \$1,400,000                 | \$1,400,000          | \$159,754           | \$1,240,246         |
| <b>Sub Total for Solids :</b>           |  |              |            |                                  |                                  | <b>\$91,015,329</b> | <b>\$10,546,542</b> | <b>\$1,346,812</b> |        | <b>\$76,819,119</b> | <b>\$2,623,354</b> |        | <b>\$975,000</b>   | <b>\$2,674,668</b>    | <b>\$85,175,364</b> | <b>\$100,257,000</b>        | <b>\$100,257,000</b> | <b>\$92,356,398</b> | <b>\$7,900,602</b>  |
| <b>Energy</b>                           |  |              |            |                                  |                                  |                     |                     |                    |        |                     |                    |        |                    |                       |                     |                             |                      |                     |                     |
| 1265                                    | Electrical Transmission Service Substation             | Design       | CMAR       | NEI                              | PCL Construction, Inc            | \$2,384,650         | \$2,089,650         | \$0                | 0.0%   | \$0                 | \$0                | 0.0%   | \$60,000           | \$235,000             | \$2,021,109         | \$39,700,000                | \$98,026,500         | \$10,345,757        | \$87,680,743        |
| 1395                                    | RWHTF Biogas Utilization                               | Pre-Design   | CMAR       | Carollo Engineers, Inc           | Moltz Construction, Inc          | \$707,000           | \$707,000           | \$0                | 0.0%   | \$0                 | \$0                | 0.0%   | \$0                | \$0                   | \$681,770           | \$44,100,000                | \$3,570,976          | \$2,423,231         | \$1,147,745         |
| <b>Sub Total for Energy :</b>           |  |              |            |                                  |                                  | <b>\$3,091,650</b>  | <b>\$2,796,650</b>  | <b>\$0</b>         |        | <b>\$0</b>          | <b>\$0</b>         |        | <b>\$60,000</b>    | <b>\$235,000</b>      | <b>\$2,702,879</b>  | <b>\$83,800,000</b>         | <b>\$101,597,476</b> | <b>\$12,768,988</b> | <b>\$88,828,488</b> |





### Attachment 3 Monthly Capital Projects Financial Status Report

|                                     |   |              |            |                                  |                                | ACTIVE PHASE         |                     |                    |       |                      |                    |       |                     | TOTAL PROJECT         |                      |                             |                      |                      |                      |
|-------------------------------------|---|--------------|------------|----------------------------------|--------------------------------|----------------------|---------------------|--------------------|-------|----------------------|--------------------|-------|---------------------|-----------------------|----------------------|-----------------------------|----------------------|----------------------|----------------------|
| A                                   | B   | C            | D          | E                                | F                              | G                    | H                   | I                  | J     | K                    | L                  | M     | N                   | O                     | P                    | Q                           | R                    | S                    | T                    |
| PAR #                               | Project Name  | Active Phase | Deliv Meth | Consultant(s)                    | Contractor(s)                  | Appropriations       | Consultant          |                    |       | Contractor           |                    |       | Other Tasks         | Remaining Contingency | Costs to Date        | Total Project Cost Estimate | Total Appropriations | Total Costs to Date  | Total Variance       |
|                                     |   |              |            |                                  |                                |                      | Contracts           | Amendments         | %     | Contracts            | Change Orders      | %     |                     |                       |                      |                             |                      |                      |                      |
| <b>Transmission</b>                 |   |              |            |                                  |                                |                      |                     |                    |       |                      |                    |       |                     |                       |                      |                             |                      |                      |                      |
| 1232                                | Second Creek Interceptor and Sand Creek Interceptor System Improvements | Construction | CMAR       | HDR Engineering, Inc             | Garney Construction            | \$162,280,210        | \$13,830,000        | \$0                | 0.0%  | \$137,179,189        | \$4,516,659        | 3.4%  | \$5,000,000         | \$6,271,021           | \$136,286,685        | \$194,309,000               | \$192,901,417        | \$157,496,501        | \$35,404,916         |
| 1312                                | Lift Station (TNW & DM)   | Construction | CMAR       | Stantec Consulting Services, Inc | PCL Construction, Inc          | \$38,450,000         | \$2,833,000         | \$0                | 0.0%  | \$32,208,000         | \$0                | .8%   | \$1,505,000         | \$1,904,000           | \$17,112,183         | \$41,726,000                | \$41,726,000         | \$21,365,122         | \$20,360,878         |
| 1325                                | Transmission System Structure Rehabilitation 2020                       | Construction | DBB        | Mott MacDonald                   | Iron Woman Construction        | \$3,568,816          | \$91,996            | \$1,780            | 2.0%  | \$2,852,077          | (\$306,523)        | -9.7% | \$7,000             | \$617,743             | \$2,269,209          | \$4,008,316                 | \$4,008,316          | \$2,633,573          | \$1,374,743          |
| 1340                                | Force Main and Siphon Condition Assessment and Cleaning                 | Construction | DBB        | Brown & Caldwell                 | Doestch Environmental Services | \$6,211,709          | \$443,000           | \$0                | 0.0%  | \$5,128,150          | (\$57,435)         | -1.1% | \$20,000            | \$620,559             | \$4,711,909          | \$6,859,000                 | \$6,859,000          | \$5,359,199          | \$1,499,801          |
| 1363                                | Interceptor Rehabilitation 2020-2022                                    | Design       | CMAR       | Metro Water Recovery             | Granite InLiner, LLC           | \$838,000            | \$784,000           | \$286,000          | 57.4% | \$0                  | \$0                | 0.0%  | \$5,000             | \$49,000              | \$774,925            | \$35,812,000                | \$35,812,000         | \$32,164,299         | \$3,647,701          |
| 1425                                | Aurora Westside Interceptor Rehabilitation                              | Construction | DBB        | Metro Water Recovery             | Inliner Solutions, LLC         | \$11,370,000         | \$51,000            | \$0                | 0.0%  | \$10,241,710         | \$0                | 0.0%  | \$51,000            | \$1,026,290           | \$1,810,648          | \$11,370,000                | \$11,370,000         | \$1,810,648          | \$9,559,352          |
| <b>Sub Total for Transmission :</b> |   |              |            |                                  |                                | <b>\$222,718,735</b> | <b>\$18,032,996</b> | <b>\$287,780</b>   |       | <b>\$187,609,126</b> | <b>\$4,152,701</b> |       | <b>\$6,588,000</b>  | <b>\$10,488,613</b>   | <b>\$162,965,559</b> | <b>\$294,084,316</b>        | <b>\$292,676,733</b> | <b>\$220,829,343</b> | <b>\$71,847,390</b>  |
| <b>Report Total:</b>                |   |              |            |                                  |                                | <b>\$410,422,938</b> | <b>\$50,477,341</b> | <b>\$5,437,672</b> |       | <b>\$333,551,782</b> | <b>\$9,659,804</b> |       | <b>\$10,937,678</b> | <b>\$15,456,137</b>   | <b>\$331,247,498</b> | <b>\$836,305,211</b>        | <b>\$646,986,209</b> | <b>\$420,556,599</b> | <b>\$226,429,610</b> |

### ATTACHMENT 3 - DEFINITIONS

| COLUMN | COLUMN TITLE & DEFINITION   |
|--------|---|
| D      | <p><b>DeliveryMethod:</b> DBB = Design/Bid/Build (Traditional Metro Water Recovery Delivery Method)</p> <p>DB = Design/Build (Progressive, Collaborative)</p> <p>CMAR = Construction Manager at Risk</p> <p>N/A = Studies, Facility Plans</p> |
| G      | <b>Appropriation(s)</b> Total available appropriation for the active phase. Includes requested appropriation number in the Board resolution for the active phase plus unused, available appropriation from any previous phase or phases.      |
| H      | <b>ConsultantContract(\$)</b> = Original contract plus any amendments (for the active phase). May include more than one consultant contract.  |
| I      | <b>ConsultantAmendments</b> = Summation of all consultant amendments (for the active phase).  |
| J      | <b>ConsultantAmendment%</b> = The consulting amendments as a percentage of the original consulting services contract (for the active phase).  |
| K      | <b>ContractorContract(s)</b> = Original contract plus any change orders (for the active phase). A typical project has only one contractor (General Contractor).   |
| L      | <b>Change Orders</b> = Summation of change orders (for the active phase).   |
| M      | <b>ConstructionChange Order %</b> = Change Orders as a percentage of the original construction contract (for the active phase).   |
| N      | <b>Other Tasks</b> = Administrative costs, materials testing, owner-purchased equipment, land/easement acquisition, etc.  |
| O      | <b>RemainingContingency</b> = Original appropriated contingency minus the portion of contingency used for amendments, change orders, or other tasks.  |
| P      | <b>Costs to Date</b> = Active phase payments made as of the report date (shown in the report's upper left corner).  |
| Q      | <b>Total Project Cost Estimate (TPCE)</b> = Total appropriations or project cost amount as shown in the <i>Capital Expenditure Schedule (CES)</i> .   |
| R      | <b>Total Appropriations</b> Total requested appropriation amount in the Board resolution. This value is a summation of appropriations from all project phases to date.  |
| S      | <b>Total Costs to Date</b> = Payments made as of the report date (shown in the report's upper left corner). This amount is a summation of all payments for all project phases to date.  |
| T      | <b>Total Variance</b> = Total Appropriations minus Total Costs to Date. Includes remaining portion of agreements, contracts, other tasks, and contingency.  |

**METRO WATER RECOVERY**  
**CURRENT ACTIVITIES/OPERATIONAL PERFORMANCE REPORT**

**December 2023 – January 2024**

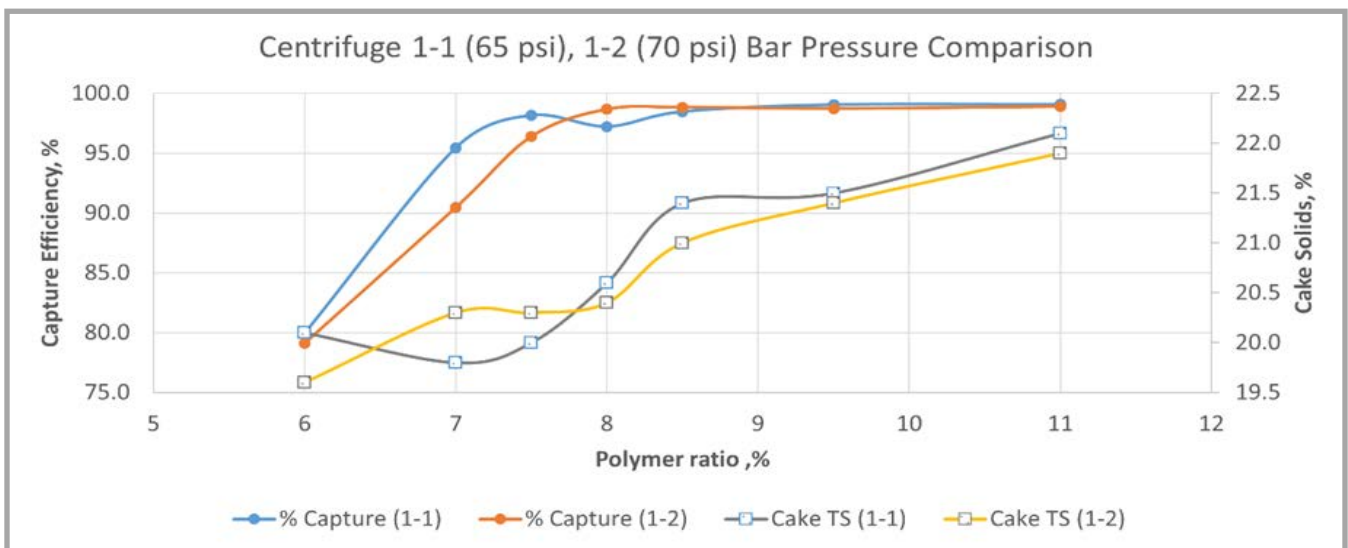
**OPERATIONS DEPARTMENT**  
**Current Activities**

**Standard Centrifuge Testing**

In the [final solids process](#) at the Robert W. Hite Treatment Facility, [polymer](#) is added to the [centrifuges](#) to aid in the dewatering of [digested sludge](#). At the correct dosing rate, polymer takes sludge at 2.5 percent solids and removes enough water to generate [biosolids](#) cake closer to 20 percent solids. This is critical to create an optimum biosolids product the Resource Reuse and Recovery Department (RR&R) can haul and land-apply efficiently.

To better optimize centrifuge performance, Operators go through the process of standard centrifuge testing with support from the Technology and Innovation Department and the Lab Support Group. In December 2023, standard centrifuge testing was performed for the first time on the new machines at the Biosolids Dewatering and Storage Facility using polymer from the recently commissioned emulsion polymer batching system installed under the Sludge Process Improvements Project (PAR 1244).

Standard centrifuge testing is relatively simple to perform, however, it takes time. The first day, an initial polymer dosing rate is selected to run through a range of differential pressure setpoints. These setpoints are changed roughly every 15 minutes and a corresponding pair of [centrate](#) and cake samples are grabbed to send to the lab for analysis. Additionally, Operators use moisture balances and a benchtop centrifuge to get a quick “spot check” on performance. Running through the range of pressure setpoints takes several hours as the centrifuge is allowed time to find equilibrium after each dose change.

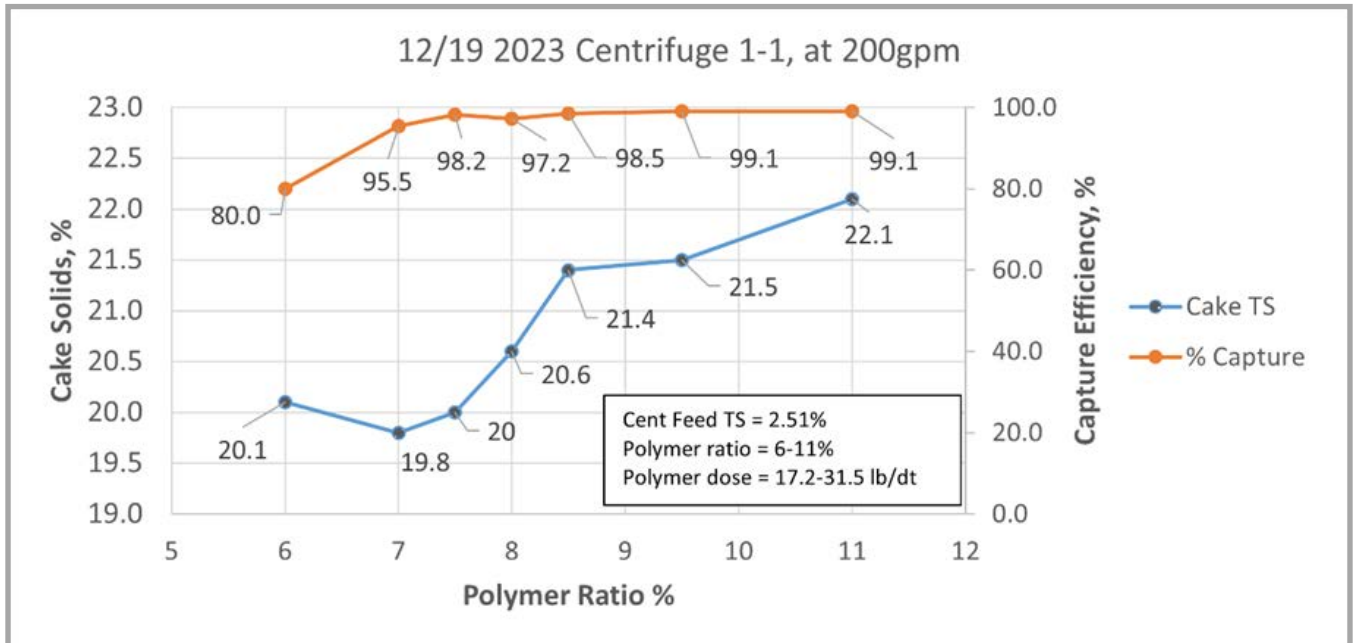


Differential pressure comparison.

(Continued on page 2)

The second day is typically used to optimize the polymer dose rate itself. Based on the bench test numbers collected from the previous day, the optimum differential pressure setpoint is used and the polymer dosing rate is varied through a range of ratios in the same fashion as day one. Another suite of samples is then sent to the lab for analysis.

Once the lab has analyzed the dozens of samples collected over the two-day period, the data is compiled, and a recommendation is made to Operations management about what the operational targets should be.



Polymer optimization.

The goal of this testing is to find the lowest polymer dosing rate which meets process targets for both cake total solids and centrate suspended solids capture efficiency. This ensures 1) RR&R's hauling and spreading costs are reduced, 2) a minimal amount of suspended solids in the centrate is being sent to downstream processes, and 3) operational costs are optimized.

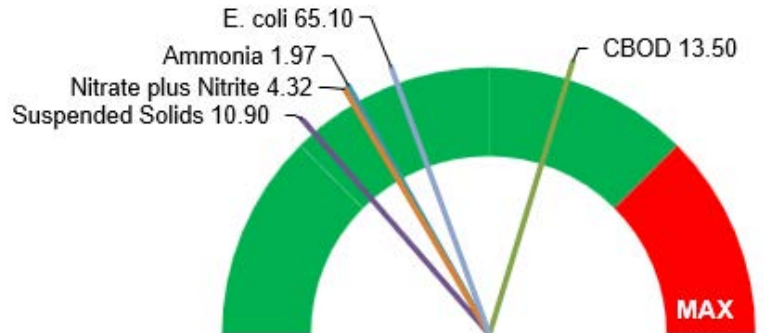
**Robert W. Hite Treatment Facility (RWHTF)  
Permit Compliance Performance—November 2023**

**Discharge Permit/Limits and  
Effluent Quality**

| <u>Parameter</u>                        | <u>Max. Limit</u> |
|---|-------------------|
| Suspended Solids, mg/L, 30-day*         | 30.00             |
| CBOD, mg/L, 30-day*                     | 17.00             |
| Ammonia (NH <sub>3</sub> ) mg/L, 30-day | 4.40              |
| Nitrate plus Nitrite, mg/L, Daily       | 9.80              |
| E. coli per 100 mL, 30-day              | 126.00            |

(\* ) 7-day average is higher than average due to an outlying data point. Data is being reviewed.

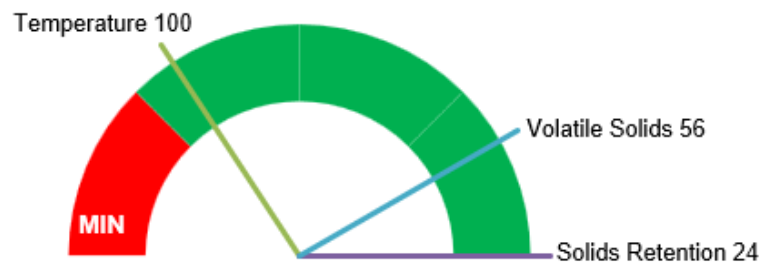
Performance



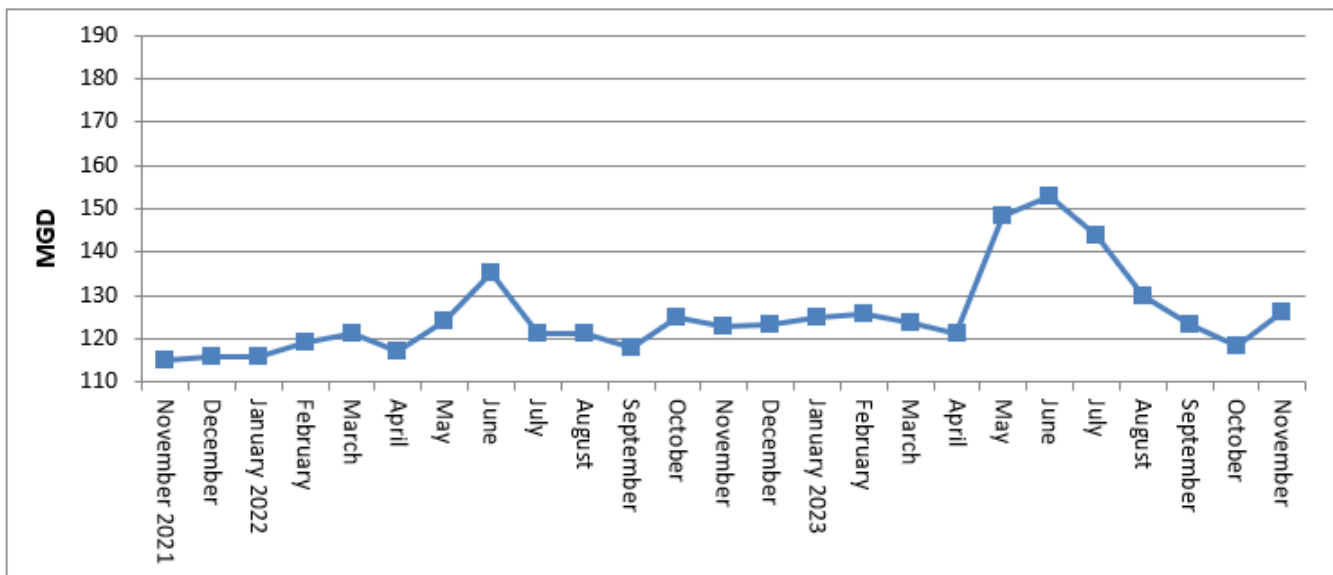
**503 Regulations/Anaerobic Digester Limit**

| <u>Parameter</u>                                    | <u>Min. Limit</u> |
|---|-------------------|
| Temperature – Monthly Average Degrees °F            | 95 <sup>1</sup>   |
| Solids Retention – Days                             | 15                |
| Volatile Solids Percent Reduction – Monthly Average | 38                |

<sup>1</sup> A maximum limit also applies; the maximum allowable regulatory monthly average temperature is 131°F.



**RWHTF Total Plant Effluent Flow**

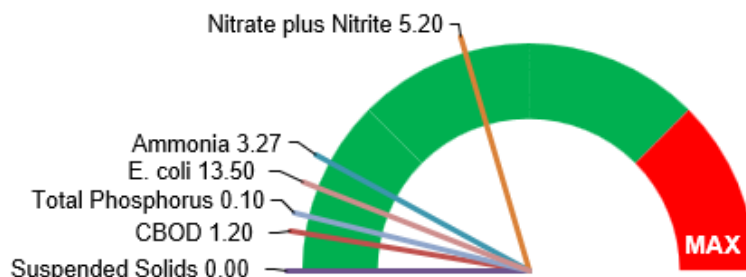


**Northern Treatment Plant (NTP)  
Permit Compliance Performance—November 2023**

**Discharge Permit  
Limits and Effluent Quality**

| <u>Parameter</u>                             | <u>Max. Limit</u> |
|--|-------------------|
| Suspended Solids, mg/L, 30-day <sup>a</sup>  | 30.00             |
| CBOD, mg/L, 30-day <sup>b</sup>              | 17.00             |
| Ammonia (NH <sub>3</sub> ) mg/L, 30-day      | 15.53             |
| Nitrate plus Nitrite, mg/L, Daily            | 9.60              |
| E. coli per 100 mL, 30-day                   | 126.00            |
| Total Phosphorus mg/L, Running Annual median | 1.00              |

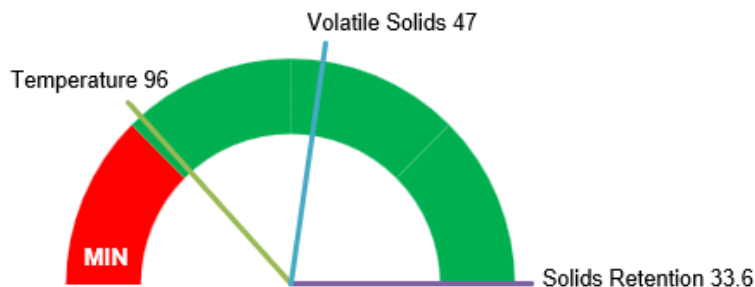
**Performance**



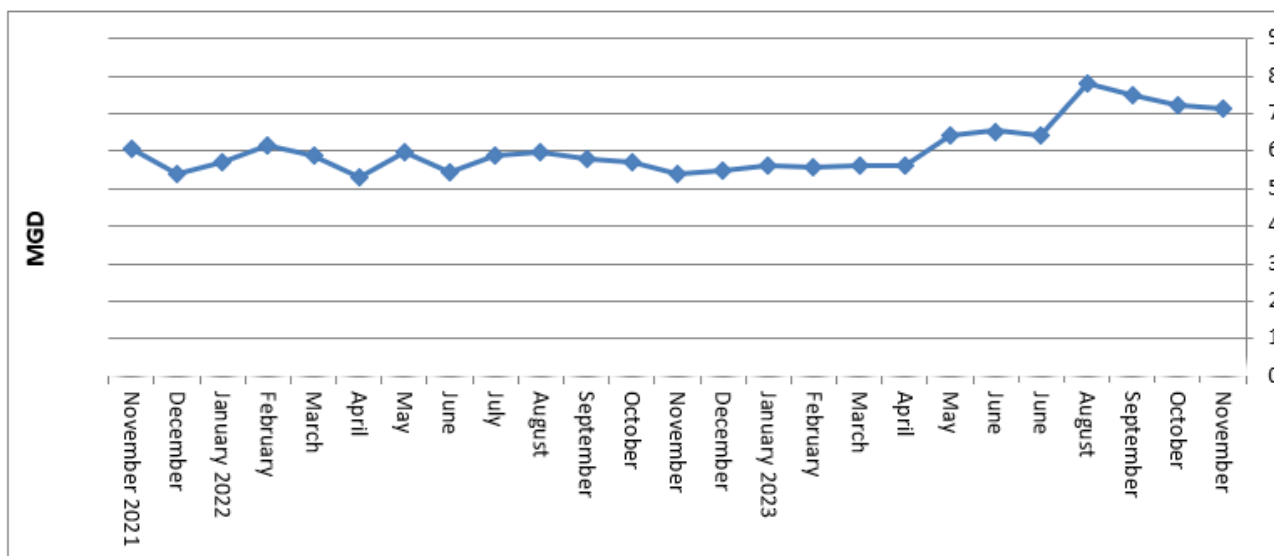
**503 Regulations/Anaerobic Digester Limit**

| <u>Parameter</u>                                    | <u>Min. Limit</u> |
|---|-------------------|
| Temperature – Monthly Average °F                    | 95 <sup>1</sup>   |
| Solids Retention – Days                             | 15                |
| Volatile Solids Percent Reduction – Monthly Average | 38                |

<sup>1</sup> A maximum limit also applies; the maximum allowable regulatory monthly average temperature is 131°F.



**NTP Total Plant Effluent Flow**



**MAINTENANCE DEPARTMENT**  
**Current Activities – December 2023**

**A Year In Review**

The Maintenance Department had another fruitful year. Accomplishments in 2023 include keeping up with the routine scheduled maintenance, providing assistance with projects, and taking on unscheduled activities as they occurred. Some of the major project highlights were supporting the completion of the North Primary By-Pass as part of the Interceptor Rehabilitation 2020—2022 Project (PAR 1363) as well as the successful start-up of the new centrifuges and decommissioning of the old centrifuges (PAR 1244). Additionally, Maintenance staff is involved in the early design phases of the North Secondary Upgrades and Intensification Project (PAR 1411).

This year, the Maintenance Department partnered with the Human Resources Department on a major effort to review job descriptions. All the technical job descriptions were rewritten and all the reclassification programs were updated and reviewed within these positions. The focus of this effort was to continue to improve both hiring and retention of employees which resulted in the creation of some new positions to allow for employee growth within the department.

Each of the three Maintenance divisions experienced some turnover this year, including several retirements. While the Mechanical Maintenance Division is currently fully staffed, the Facilities Maintenance Division is working to fill a few remaining vacancies. The Electrical Maintenance staff is currently the focus area with several vacant technician openings as well as one vacant supervisor appointment. These positions can be difficult to fill as they are highly technical and in high demand in the market. The Journeyman Training Program continues to be prosperous for both the Electrical and Mechanical divisions with seven employees currently in the program. Overall, the Maintenance Department has continued to achieve the mission while working through the various challenges.

**Current Maintenance Summary—December 2023**

| December 2023          | Jobs Completed | Overtime <sup>a</sup> | Priority 0 <sup>a,b</sup> |
|------------------------|----------------|-----------------------|---------------------------|
| Mechanical Maintenance | 543            | 11.0%                 | 7.1%                      |
| Electrical Maintenance | 233            | 0.5%                  | 9.4%                      |
| Facilities Maintenance | 520            | 0.0%                  | 8.7%                      |

**2023 Maintenance Summary**

| 2023                   | Jobs Completed | Overtime <sup>a</sup> | Priority 0 <sup>a,b</sup> |
|------------------------|----------------|-----------------------|---------------------------|
| Mechanical Maintenance | 6,261          | 12.9%                 | 3.7%                      |
| Electrical Maintenance | 3,190          | 1.4%                  | 9.4%                      |
| Facilities Maintenance | 7,247          | 0.1%                  | 2.1%                      |

<sup>a</sup> Target overtime and Priority 0 rate is 5 percent or less.

<sup>b</sup> Priority 0 work orders address critical safety, permit, and production issues.

**RESOURCE RECOVERY AND REUSE (RR&R) DEPARTMENT**  
**Current Activities – December 2023**

**Fleet Maintenance Year in Review**

The Fleet Maintenance Division had a remarkably successful year. In total, 3,762 work orders were completed over four locations: RWHTF, NTP, METROGRO Farm, and private application sites. This was accomplished with nine Maintenance Technicians and two associates. Additional highlights include:

- Rebuilt the 16727 Tera Gator.
- Two Road trucks refurbished.
- Two Engines rebuilt in road trucks.
- One Spare engine rebuilt and stored in the warehouse.

In 2023, the Fleet Maintenance Division maintained Metro Water Recovery's Fleet at a 97 percent readiness rate. This team keeps Metro rolling.



**Meet the Fleet Management Team**

*Above:* Pat Moncrief, Brandon Tymkovich

*Left:* Doug Connolly, Mike Coff, Chris Ernst, Dan Dodge, Clayton Roush

*Below:* Larry Speltz, Trey Michael, Dallas Gavito, Nick Hoffman, Zach Rauschenberger

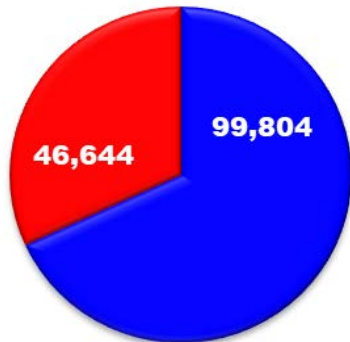
*Not pictured:* Kirk Davidsmeyer





**METROGRO**  
**Biosolids Management – December 2023**

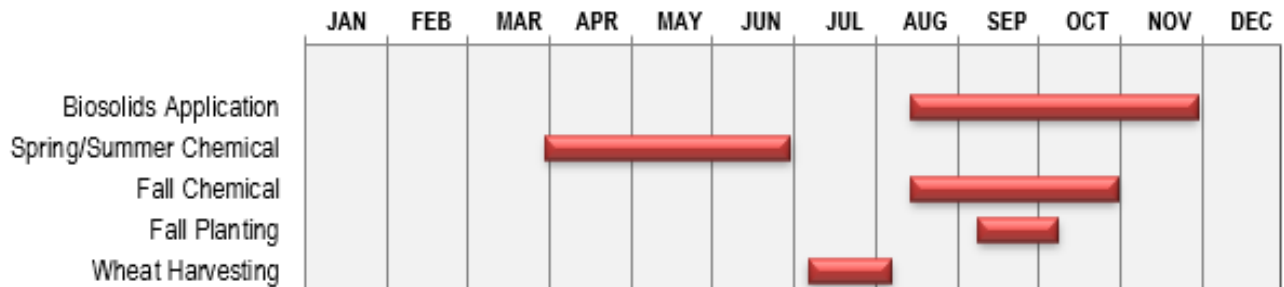
**RWHTF Total Wet Tons Applied 2023 YTD**



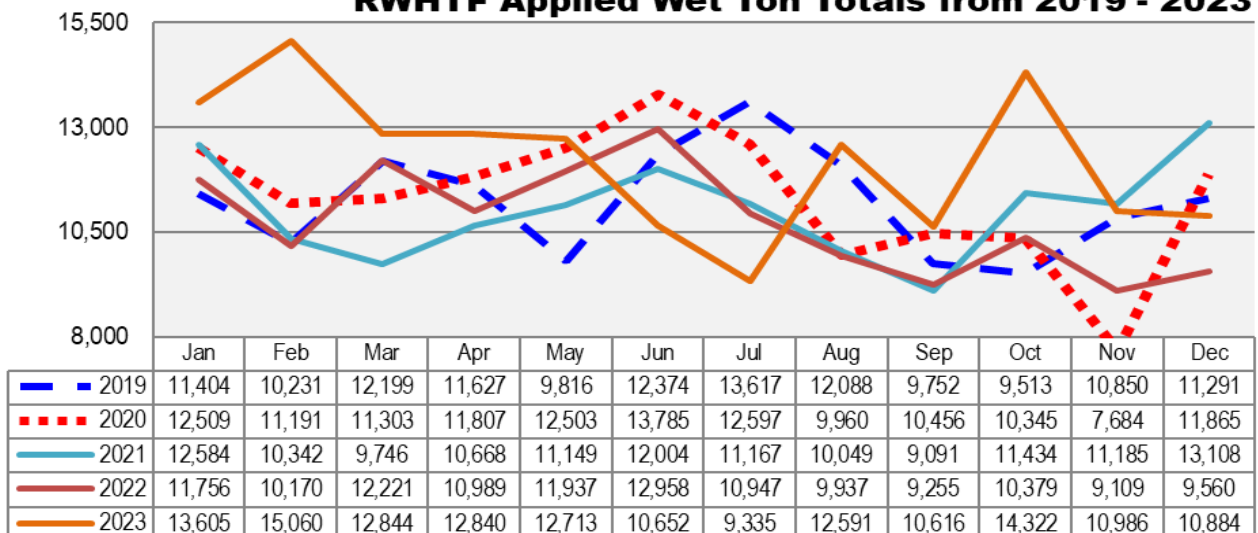
■ Private Farmer ■ METROGRO Farm

| Dry Tons                            | December 2023 | YTD 2023   |
|-------------------------------------|---------------|------------|
| <b>RWHTF Biosolids</b>              |               |            |
| METROGRO Farm                       | 44            | 9,728      |
| Private Farms                       | 1,865         | 20,233     |
| <b>NTP Biosolids</b>                |               |            |
| Private Composter                   | 0             | 573        |
| METROGRO Farm                       | 105           | 855        |
| <b>METROGRO Cake (Total Solids)</b> |               |            |
| <i>(Percentage)</i>                 | <b>RWHTF</b>  | <b>NTP</b> |
| Average                             | 20.33         | 18.18      |
| High                                | 20.49         | 18.37      |
| Low                                 | 20.27         | 18.00      |

**METROGRO Farm Schedule 2023**



**RWHTF Applied Wet Ton Totals from 2019 - 2023**



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# METRO WATER RECOVERY

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## Month End Financial Report Preliminary December 31, 2023

### Economic Update

The U.S. economy ended the year strong. Consumer spending remained robust throughout the year, specifically in entertainment and travel. The Federal Reserve adjusted interest rates eleven times since early 2022 and held steady with no change since July. Inflation held fairly steady during 2023 and U.S. wages rose throughout the year. The Fed Chairman indicated after the December meeting the interest rate policy is likely at or near its peak. While many predict the Fed is done with rate hikes, there is less certainty and much speculation about when rates are expected to be lowered. Local and national job gains continue to be moderately strong and unemployment rates remain low, which has led to labor shortages accompanied by higher-than-average turnover rates. CPI in the Denver area remains elevated more than the rest of the country likely due to higher housing pricing, though prices have come down slightly over the last year.

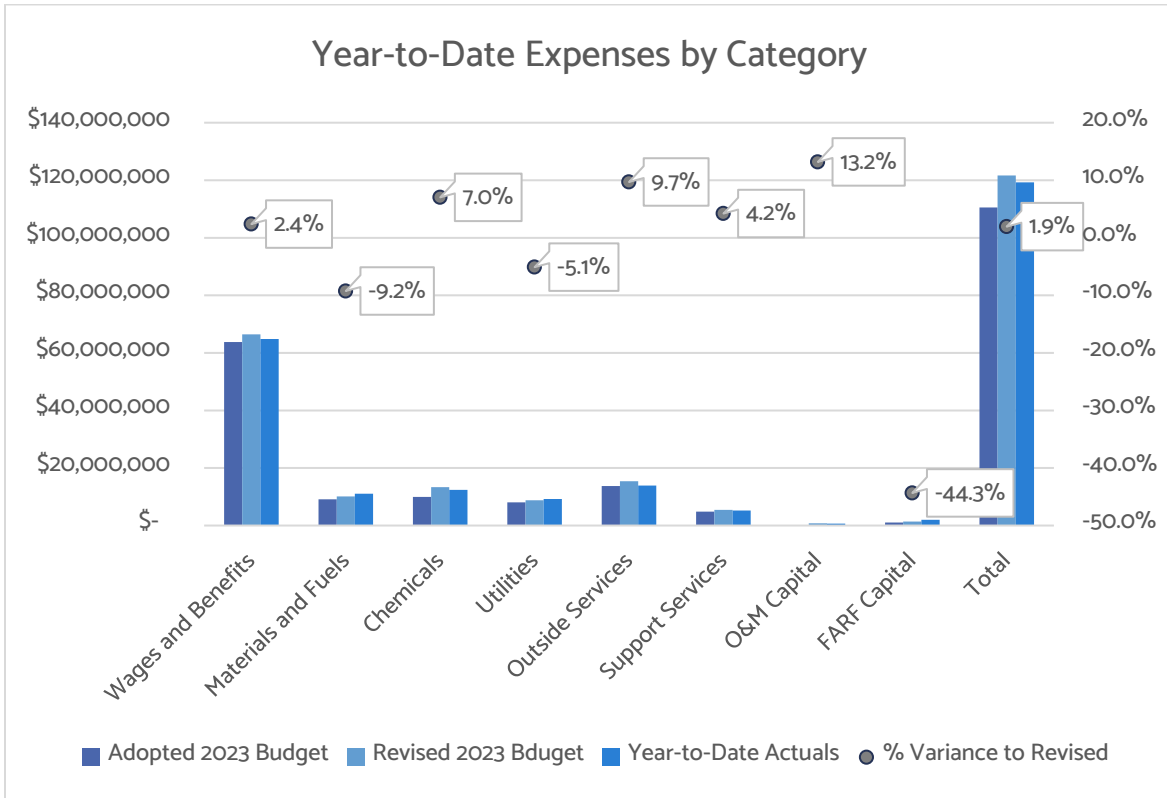
Metro Water Recovery continues to experience impacts from the current economic cycle, including higher prices for materials and fuels, chemicals, and utilities and significant escalation of capital project costs. Metro staff completed projections for year-end spend and predicted to spend more than the first revised budget by the end of 2023. At the recommendation of Metro staff, the Board of Directors adopted a second amended budget for 2023 at the December Board meeting to ensure Metro is not overbudget at the end of 2023. This report captures 12 months of Metro's activities in 2023, however, it does not include the final year-end accruals.

### Operating Budget Summary

The Operations and Maintenance (O&M) Fund appropriation is an authorization by the Board of Directors for expenditures to meet Metro Water Recovery's day-to-day operating and capital expenses within the budget year. As part of the annual budget process, staff prepares a revision to the adopted budget for the current year which reflects more recent cost projections for Metro's operating expenses.

The adopted 2023 Budget, as approved by the Board in June 2022, totals \$109,437,851 for both O&M operating expenses and capital. The revised 2023 Budget totals \$120,274,099. Actual year-to-date expenses are compared to both the 2023 Budget and the revised 2023 Budget. O&M Capital represents new equipment and vehicles greater than \$10,000 and less than or equal to \$500,000.

The Board also approved \$1,060,050 for Fixed Asset Replacement (FAR) Fund capital equipment and vehicles for 2023. This was revised to \$1,370,272. The FAR Fund appropriation is an authorization by the Board for expenditures for replacement equipment and vehicles greater than \$10,000 and less than or equal to \$500,000 within the budget year.



Through December 2023, Metro Water Recovery is reporting an unfavorable actual-to-adopted budget variance for O&M expenses and capital of \$7,809,554 (7.1 percent). The total Metro actual-to-adopted budget variance for all O&M and FAR Fund expenses is unfavorable by \$8,727,256 (7.9 percent).

Through December 2023, Metro Water Recovery is reporting a favorable actual-to-revised budget variance for O&M expenses and capital of \$2,966,694 (2.5 percent) and the total Metro actual-to-revised budget variance for all O&M and FAR Fund expenses is favorable by \$2,359,214 (1.9 percent).

Wages are favorable to the revised budget by approximately \$1,600,000 (2.4 percent) primarily due to vacant positions across Metro.

Materials and Fuels are unfavorable to the revised budget by approximately \$935,000 (9.2 percent) primarily due to rising costs of fuel.

Chemicals are favorable to the revised budget by approximately \$937,604 (7.0 percent) primarily due to the timing of operational needs for wastewater treatment.

Utilities are unfavorable to the revised budget by approximately \$450,000 (5.1 percent) primarily due to seasonal usage and rate increases.

Outside Services actuals are favorable to the revised budget by approximately \$1,500,000 (9.7 percent) primarily due to less than anticipated need for those services.

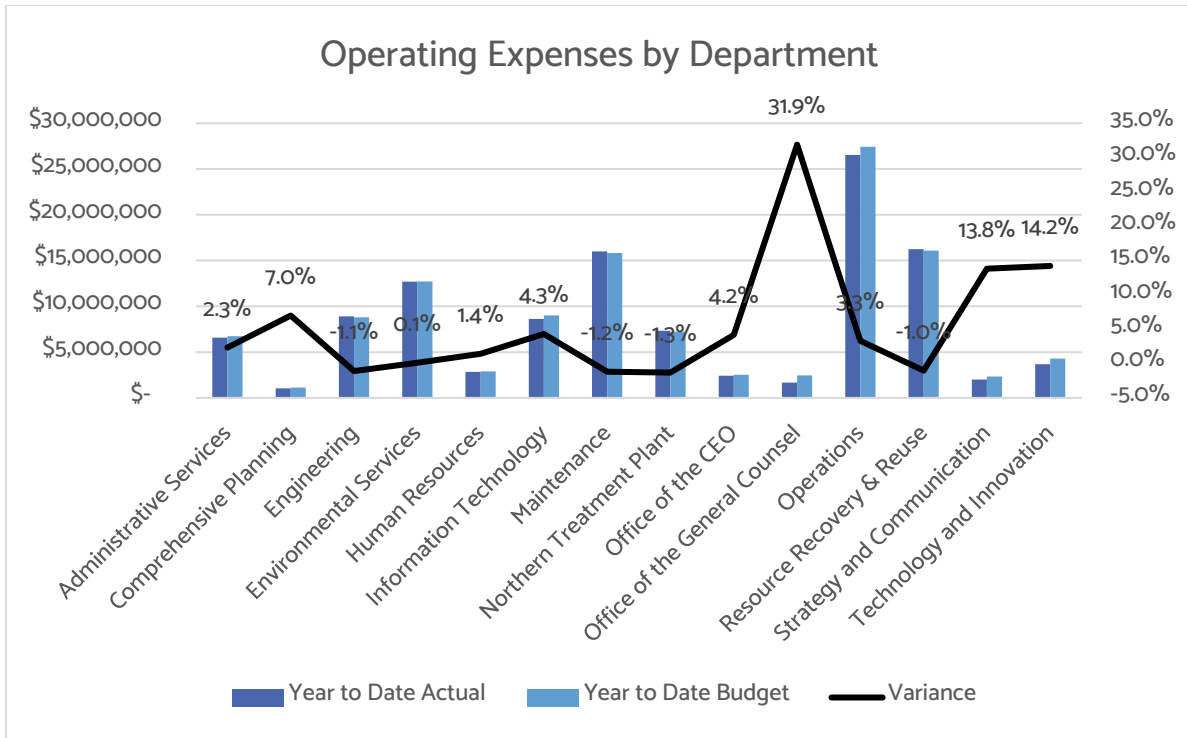
Support Expenses actuals are favorable to the revised budget by approximately \$230,000 (4.2 percent) primarily due to timing of the need for those services.

FARF Capital Equipment costs are unfavorable to the revised budget by approximately \$610,000 (44.3 percent) primarily due to the unanticipated early delivery of 2024 year fleet vehicles.

## O&M Fund Summary

**For the period ending December 31, 2023**

|                                     | Month-to-Date<br>Actual | Month-to-Date<br>Revised Budget | Month-to-Date<br>Variance | Year-to-Date<br>Actual | Year-to-Date<br>Revised Budget | Year-to-Date<br>Variance |
|-------------------------------------|-------------------------|---------------------------------|---------------------------|------------------------|--------------------------------|--------------------------|
| <b>Operating Revenues</b>           |                         |                                 |                           |                        |                                |                          |
| Annual Charges for Service          | \$ 12,088,094           | \$ 12,088,094                   | \$ -                      | \$ 145,057,122         | \$ 145,057,122                 | \$ -                     |
| Other Income                        | 1,080,268               | 233,083                         | 847,185                   | 4,389,820              | 2,797,000                      | 1,592,820                |
| <b>Total Operating Revenues</b>     | <b>13,168,362</b>       | <b>12,321,177</b>               | <b>847,185</b>            | <b>149,446,942</b>     | <b>147,854,122</b>             | <b>1,592,820</b>         |
| <b>Operating Expenses</b>           |                         |                                 |                           |                        |                                |                          |
| Administrative Services             | \$ 632,107              | \$ 553,394                      | \$ (78,713)               | \$ 6,586,577           | \$ 6,744,375                   | \$ 157,798               |
| Comprehensive Planning              | 80,897                  | 91,109                          | 10,212                    | 1,046,504              | 1,125,200                      | 78,696                   |
| Engineering                         | 792,169                 | 712,335                         | (79,834)                  | 8,901,630              | 8,804,850                      | (96,780)                 |
| Environmental Services              | 1,378,228               | 1,035,333                       | (342,895)                 | 12,706,979             | 12,723,339                     | 16,360                   |
| Human Resources                     | 253,681                 | 235,786                         | (17,895)                  | 2,847,667              | 2,888,800                      | 41,133                   |
| Information Technology              | 716,601                 | 738,583                         | 21,982                    | 8,629,147              | 9,018,880                      | 389,733                  |
| Maintenance                         | 1,739,256               | 1,294,580                       | (444,676)                 | 16,008,467             | 15,820,300                     | (188,167)                |
| Northern Treatment Plant            | 785,386                 | 594,350                         | (191,036)                 | 7,329,982              | 7,234,800                      | (95,182)                 |
| Office of the CEO                   | 222,270                 | 206,608                         | (15,662)                  | 2,425,007              | 2,530,275                      | 105,268                  |
| Office of the General Counsel       | 572,237                 | 202,466                         | (369,771)                 | 1,673,073              | 2,456,400                      | 783,327                  |
| Operations                          | 2,445,399               | 2,272,758                       | (172,641)                 | 26,532,071             | 27,437,100                     | 905,029                  |
| Resource Recovery & Reuse           | 1,331,942               | 1,319,983                       | (11,959)                  | 16,253,989             | 16,088,200                     | (165,789)                |
| Strategy and Communication          | 182,881                 | 188,965                         | 6,084                     | 2,006,081              | 2,327,900                      | 321,819                  |
| Technology and Innovation           | 287,038                 | 349,257                         | 62,219                    | 3,685,168              | 4,296,080                      | 610,912                  |
| <b>Total Operating Expenses</b>     | <b>11,420,093</b>       | <b>9,795,507</b>                | <b>(1,624,586)</b>        | <b>116,632,342</b>     | <b>119,496,499</b>             | <b>2,864,157</b>         |
| <b>Net Operating Income/(Loss)</b>  | <b>1,748,269</b>        | <b>2,525,670</b>                | <b>(777,401)</b>          | <b>32,814,600</b>      | <b>28,357,623</b>              | <b>4,456,977</b>         |
| <b>Non-Operating Revenues</b>       |                         |                                 |                           |                        |                                |                          |
| Interest                            | 920,973                 | 212,364                         | 708,609                   | 8,952,775              | 2,548,369                      | 6,404,406                |
| Other                               | 2,985,875               | -                               | 2,985,875                 | 3,961,436              | -                              | 3,961,436                |
| <b>Total Non-Operating Revenues</b> | <b>3,906,848</b>        | <b>212,364</b>                  | <b>3,694,484</b>          | <b>12,914,211</b>      | <b>2,548,369</b>               | <b>10,365,842</b>        |
| <b>Non-Operating Expenses</b>       |                         |                                 |                           |                        |                                |                          |
| Capital O&M                         | 248,476                 | 64,802                          | (183,674)                 | 675,064                | 777,600                        | 102,536                  |
| <b>Net Revenues Over Expenses</b>   | <b>5,406,641</b>        | <b>2,673,232</b>                | <b>2,733,409</b>          | <b>45,053,747</b>      | <b>30,128,392</b>              | <b>14,925,355</b>        |



### Total Operating Revenues

Total operating revenues were favorable to the year-to-date *revised* budget for the 12 months ending December 31, 2023 by approximately \$1,600,000 (1.1 percent). This is primarily due to the timing of miscellaneous revenue.

### Total Operating Expenses

Operations Department costs are favorable to the year-to-date *revised* budget by approximately \$905,000 (3.3 percent). Chemicals are favorable due to the additional budget appropriation approved in December. This is offset by unfavorable positions for Utilities and Outside Services. Utilities are unfavorable due to rising unit cost and seasonal usage. Outside Services are unfavorable primarily due to the timing of those services.

Information Technology Department costs are favorable to the year-to-date *revised* budget by approximately \$390,000 (4.3 percent). Wages and Benefits are favorable primarily due to open positions.

Office of the General Counsel Department costs are favorable to the year-to-date *revised* budget by approximately \$785,000 (31.9 percent). Outside Services are favorable primarily due to less than anticipated need for those services.

Technology and Innovation Department costs are favorable to the year-to-date *revised* budget by approximately \$610,000 (14.2 percent). Wages and Benefits are favorable primarily due to open positions. Outside Services are favorable primarily due to the timing of those services.

Strategy and Communication Department costs are favorable to the year-to-date *revised* budget by approximately \$320,000 (13.8 percent). Wages and Benefits are favorable primarily due to open positions.

*Net Revenues Over Expenses*

Metro Water Recovery is reporting year-to-date Net Revenues Over Expenses at approximately \$14,930,000 (49.5 percent) favorable to the year-to-date adopted budget for the O&M Fund. Net Revenues Over Expenses is calculated by subtracting operating and non-operating expenses from all operating and non-operating revenues. Metro is not held to the Net Revenues Over Expenses figure but uses it only as a reference point from year to year and for cash flow purposes.

The following table summarizes personnel at Metro Water Recovery.

|                               | 2023<br>Adopted<br>Budget | 2023<br>Revised<br>Budget | 2023<br>December<br>Actual | Revised<br>Budget<br>Variances |
|-------------------------------|---------------------------|---------------------------|----------------------------|--------------------------------|
| Administrative Services       | 31.00                     | 33.00                     | 27.00                      | 6.00                           |
| Comprehensive Planning        | 5.00                      | 5.00                      | 5.00                       | 0.00                           |
| Engineering                   | 48.75                     | 48.00                     | 47.00                      | 1.00                           |
| Environmental Services        | 77.00                     | 75.00                     | 72.00                      | 3.00                           |
| Human Resources               | 13.00                     | 13.00                     | 13.00                      | 0.00                           |
| Information Technology        | 32.00                     | 31.00                     | 26.00                      | 5.00                           |
| Maintenance                   | 82.00                     | 80.00                     | 71.00                      | 9.00                           |
| Northern Treatment Plant      | 28.00                     | 28.00                     | 27.00                      | 1.00                           |
| Office of the CEO             | 7.00                      | 8.00                      | 8.00                       | 0.00                           |
| Office of the General Counsel | 3.00                      | 4.00                      | 3.00                       | 1.00                           |
| Operations                    | 42.00                     | 42.00                     | 37.00                      | 5.00                           |
| Resource Recovery and Reuse   | 69.00                     | 69.00                     | 65.00                      | 4.00                           |
| Strategy and Communications   | 11.00                     | 14.00                     | 12.00                      | 2.00                           |
| Technology and Innovation     | 23.00                     | 22.00                     | 18.00                      | 4.00                           |
| Totals*                       | 471.75                    | 472.00                    | 431.00                     | 41.00                          |

\*Of the 41 positions, 35 positions are currently in the process of being filled and the other six positions are in various stages of review prior to initiating work on filling the position.

## Balance Sheet Summary

**For the period ending December 31, 2023 (in thousands)**

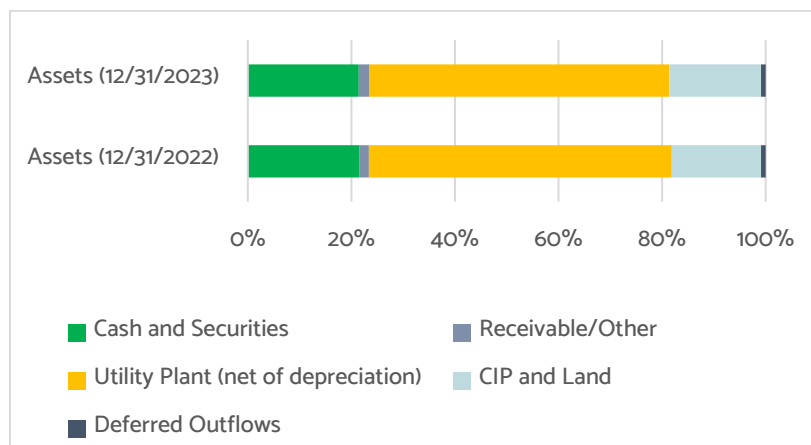
|  | December 2023       | December 2022       |
|--|---------------------|---------------------|
| <b>Assets</b>                              |                     |                     |
| Cash and Securities                        | \$ 386,482          | \$ 382,266          |
| Receivables/Other                          | 37,122              | 31,476              |
| Utility Plant (net of depreciation)        | 1,045,361           | 1,035,810           |
| CIP and Land                               | 320,184             | 305,072             |
| Deferred Outflows                          | 15,953              | 15,953              |
| <b>Total Assets</b>                        | <b>1,805,102</b>    | <b>1,770,577</b>    |
| <b>Liabilities</b>                         |                     |                     |
| Payables                                   | 51,750              | 58,046              |
| Long-term liabilities                      | 632,795             | 664,680             |
| Deferred Inflows                           | 5,332               | 5,600               |
| <b>Total Liabilities</b>                   | <b>689,877</b>      | <b>728,326</b>      |
| <b>Equity</b>                              |                     |                     |
| Contributions in aid of construction (net) | 112                 | 126                 |
| Retained earnings, reserved                | 270,948             | 236,073             |
| Retained earnings, unreserved              | 844,165             | 806,052             |
| <b>Total Equity</b>                        | <b>1,115,225</b>    | <b>1,042,251</b>    |
| <b>Total Liabilities and Equity</b>        | <b>\$ 1,805,102</b> | <b>\$ 1,770,577</b> |

### Assets

Cash and Securities - Assets include cash and securities used to meet Metro Water Recovery’s current obligations. Current assets have decreased in the last year due to the spend down of the 2020A Bond proceeds for the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project (PAR 1232).

Utility Plant - Completed construction projects are transferred from Construction in Progress to Plant in Service when substantially completed and placed in active service.

Construction in Progress - Records the cost of not-yet-completed construction work.

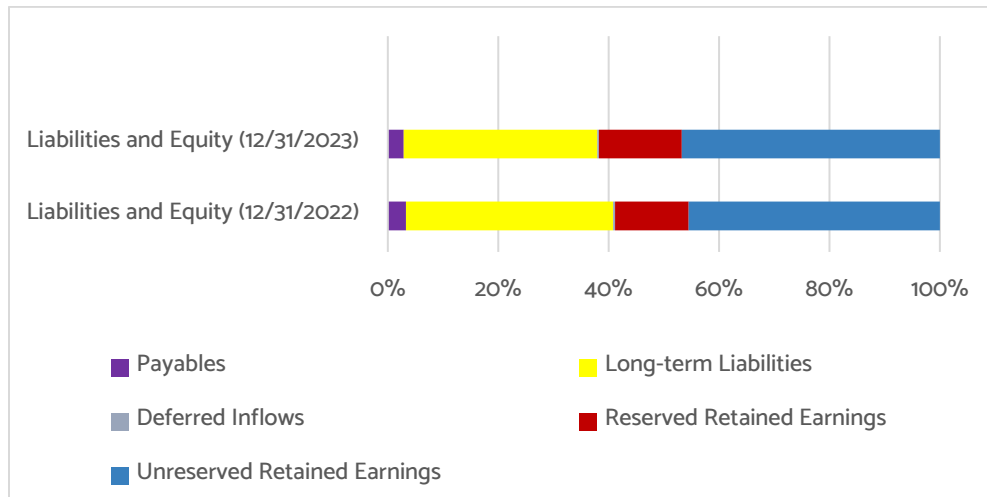


### *Liabilities and Equity*

Long-Term Liabilities - In October 2020, Metro Water Recovery issued series 2020A Sewer Refunding Bonds for PAR amount of \$146,545,000. The issuance capitalized on favorable market conditions and interest rates and resulted in a premium on issuance of \$14 million. These bonds were issued to pay for the construction of the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project (PAR 1232). As of April 30, 2023, the total amount of principal debt for Metro’s four outstanding bond issues is approximately \$567 million, which includes \$29.4 million in principal and interest payments payable on April 1, 2024.

Reserved Retained Earnings - Reserved Retained Earnings represents the unexpended portion of capital project appropriations in the Acquisition and Construction Fund, General Fund, and FAR Fund. A detailed listing of approximately \$289 million in unexpended capital appropriations can be found in the Capital Project Expenditures. As money is spent on projects, retained earnings no longer need to be reserved and an adjusting entry is made between Reserved and Unreserved balances.

Total Equity - Total Equity increased \$72,973,820 from the December 2022 balance. This is mainly due to the net change in reserved and unreserved retained earnings.





## Cash Flow – Trust Funds

For the 12 months ended December 31, 2023

|                                       | Operation & Maintenance Revenue | Bond                 | General               | Sewer Connection Charges | Acquisition & Construction | Total                 |
|---------------------------------------|---------------------------------|----------------------|-----------------------|--------------------------|----------------------------|-----------------------|
| <b>Sources of Funds</b>               |                                 |                      |                       |                          |                            |                       |
| Investment Income                     | \$ 12,959,518                   | \$ 1,218,258         | \$ -                  | \$ -                     | \$ 2,066,904               | \$ 16,244,680         |
| Other, Net                            | -                               | -                    | -                     | -                        | -                          | -                     |
|                                       | <u>12,959,518</u>               | <u>1,218,258</u>     | <u>-</u>              | <u>-</u>                 | <u>2,066,904</u>           | <u>16,244,680</u>     |
| <b>Uses of Funds</b>                  |                                 |                      |                       |                          |                            |                       |
| Operating Expenses                    | 28,314,495                      | -                    | -                     | -                        | -                          | 28,314,495            |
| Capital Expenditures                  | -                               | -                    | -                     | -                        | 84,067                     | 84,067                |
| Bond Interest & Principal Payments    | -                               | 48,664,253           | -                     | -                        | -                          | 48,664,253            |
|                                       | <u>28,314,495</u>               | <u>48,664,253</u>    | <u>-</u>              | <u>-</u>                 | <u>84,067</u>              | <u>77,062,815</u>     |
| <b>Interfund Transfers</b>            |                                 |                      |                       |                          |                            |                       |
| Required Transfers                    | 18,047,039                      | 47,840,000           | 24,745,308            | -                        | (25,598,070)               | 65,034,277            |
|                                       | <u>18,047,039</u>               | <u>47,840,000</u>    | <u>24,745,308</u>     | <u>-</u>                 | <u>(25,598,070)</u>        | <u>65,034,277</u>     |
| Net Change in Cash & Securities       | 2,692,062                       | 394,005              | 24,745,308            | -                        | (23,615,233)               | 4,216,142             |
| Beginning Cash & Securities, 1/1/2023 | <u>28,374,463</u>               | <u>39,001,954</u>    | <u>237,015,332</u>    | <u>25,000,000</u>        | <u>52,874,542</u>          | <u>382,266,292</u>    |
| Ending Cash & Securities, 12/31/2023  | <u>\$ 31,066,525</u>            | <u>\$ 39,395,959</u> | <u>\$ 261,760,640</u> | <u>\$ 25,000,000</u>     | <u>\$ 29,259,309</u>       | <u>\$ 386,482,434</u> |

The cash flow reflects all cash transactions occurring in each of Metro Water Recovery's trust funds. In order to account for cash and securities at their fair market value, investment income includes unrealized gains or losses. All cash received by Metro is initially deposited into one of these funds. The funds held in these trust funds are invested in accordance with Metro's investment policy. These investments sometimes are purchased at a premium or at a discount, based on market interest rates. Premiums and discounts are recorded in accordance with generally accepted accounting principles. Disbursements are made through the operating checking account.

## Sewer Connection Charges

Sewer Connection Charges received in January 2024 for the fourth quarter of 2023 were approximately \$23.6 million (as compared to \$44.5 million for the same period in 2022). This is approximately \$8.7 million favorable to the adopted budget and \$7.4 million favorable to the revised budget. Sewer Connection Charges budget for 2023 include the South Adams County Water and Sanitation District's \$1.8 million payment to Metro Water Recovery as part of the annual buy-in of existing connections in the member's service area. Sewer Connection Charges are due quarterly, with the first quarter of 2024 due April 15, 2024.

## Capital Project Expenditures

As of December 31, 2023

|  | Appropriations        |                         |                         | Expenditures         |                       |                       | Appropriation Remaining | Transferred to Expense/ Fixed Assets |
|--|-----------------------|-------------------------|-------------------------|----------------------|-----------------------|-----------------------|-------------------------|--------------------------------------|
|  | 2023                  | Prior Years             | Total                   | 2023                 | Prior Years           | Total                 |                         |                                      |
| <b>Acquisition and Construction Fund</b> |                       |                         |                         |                      |                       |                       |                         |                                      |
| Treatment Facilities                     | \$ -                  | \$ 411,038,573          | \$ 411,038,573          | \$ 480,025           | \$ 410,283,012        | \$ 410,763,037        | \$ 275,536              | \$ 410,283,012                       |
| Transmission Facilities                  | -                     | 167,203,417             | 167,203,417             | 26,877,752           | 114,336,473           | 141,214,225           | 25,989,192              | 1,370,836                            |
|  | -                     | 578,241,990             | 578,241,990             | 27,357,777           | 524,619,485           | 551,977,262           | 26,264,728              | 411,653,848                          |
| <b>Fixed Asset Replacement Fund</b>      |                       |                         |                         |                      |                       |                       |                         |                                      |
| Treatment Facilities                     | 3,178,500             | 163,552,877             | 166,731,377             | 9,070,267            | 134,194,329           | 143,264,596           | 23,466,781              | 127,052,460                          |
| Transmission Facilities                  | 53,620,000            | 121,561,892             | 175,181,892             | 30,067,279           | 51,766,391            | 81,833,670            | 93,348,222              | 22,311,455                           |
| Other                                    | 13,170,000            | 38,450,400              | 51,620,400              | 6,645,943            | 23,251,159            | 29,897,102            | 21,723,298              | 19,039,564                           |
| Equipment                                | 1,370,272             | -                       | 1,370,272               | 821,632              | -                     | 821,632               | 548,640                 | 821,632                              |
| Small Projects                           | 1,000,000             | 14,966,361              | 15,966,361              | 827,970              | 10,751,997            | 11,579,967            | 4,386,394               | 9,945,666                            |
|  | 72,338,772            | 338,531,530             | 410,870,302             | 47,433,091           | 219,963,876           | 267,396,967           | 143,473,335             | 179,170,777                          |
| <b>General Fund</b>                      |                       |                         |                         |                      |                       |                       |                         |                                      |
| Treatment Facilities                     | 23,411,500            | 73,850,601              | 97,262,101              | 9,072,112            | 62,450,124            | 71,522,236            | 25,739,865              | 54,596,942                           |
| Transmission Facilities                  | 22,750,000            | 37,257,375              | 60,007,375              | 2,480,207            | 17,488,082            | 19,968,289            | 40,039,086              | 1,926,768                            |
| Other                                    | 7,680,000             | 70,680,126              | 78,360,126              | 3,829,578            | 43,412,740            | 47,242,318            | 31,117,808              | 43,837,227                           |
| Small Projects                           | 1,500,000             | 21,212,852              | 22,712,852              | 1,088,617            | 17,001,134            | 18,089,751            | 4,623,101               | 14,722,565                           |
| Reserve                                  | -                     | -                       | -                       | -                    | -                     | -                     | -                       | -                                    |
|  | 55,341,500            | 203,000,954             | 258,342,454             | 16,470,514           | 140,352,080           | 156,822,594           | 101,519,860             | 115,083,502                          |
| <b>Total All Funds</b>                   | <b>\$ 127,680,272</b> | <b>\$ 1,119,774,474</b> | <b>\$ 1,247,454,746</b> | <b>\$ 91,261,382</b> | <b>\$ 884,935,441</b> | <b>\$ 976,196,823</b> | <b>\$ 271,257,923</b>   | <b>\$ 705,908,127</b>                |

## NOTES TO THE FINANCIAL REPORTS

**Basis of Accounting:** All interim reports are unaudited and are prepared on the accrual basis with the exception of the Cash Flow report which is prepared on the cash basis.

**O&M Fund Summary:** This report is prepared on the accrual basis and details only the activity in the O&M Revenue Fund. The budgeted figures for the current month are calculated using 1/12 of the annual budget.

**Annual Charges for Service** are accrued each month at the year-to-date budgeted amount. They are collected in March, June, September, and December.

**Other Operating Income** consists of septic hauler charges and miscellaneous income.

**Non-Operating Revenues-Other** consists of miscellaneous non-recurring items.

**Balance Sheet:** The balance sheet is prepared on the accrual basis.

**Utility Plant** changes are made when substantially completed projects are transferred from Construction in Progress to Plant in Service. Depreciation and amortization are recorded monthly.

**Other Accrued Liabilities** represents utilities incurred but not billed, as well as other miscellaneous unbilled expenditures.

**Retained Earnings-Reserved** represents unspent appropriations as detailed in the Capital Project Expenditures report. Unexpended appropriations for reimbursable projects are included in Retained Earnings-Unreserved.

**Cash Flow – Trust Funds:** This report is prepared on the cash basis. Several line-item amounts will be different in this report (as compared to the other reports) because of the different accounting assumptions.

**Capital Project Expenditures:** This report is prepared on the accrual basis. It details the activity on capital projects and equipment for which there have been appropriations in the Acquisition and Construction, General, and Fixed Asset Replacement funds. As projects reach a 90 percent completion stage, they are transferred from a Construction in Progress account to a Fixed Asset account. The amount transferred to fixed assets is shown in the Transferred to Expense/Fixed Assets column. The General Fund and Fixed Asset Replacement Fund sections include summary information about small projects.

Attachments

Submitted by:

Molly Kostelecky  
Chief Financial Officer

Paul Parodi  
Senior Accounting Manager

**METRO WATER RECOVERY  
O&M FUND SUMMARY REPORT  
PRELIMINARY  
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2023**

|                                     | DECEMBER<br>ACTUAL  | DECEMBER<br>BUDGET  | DECEMBER<br>BUDGET VARIANCE<br>FAVORABLE /<br>(UNFAVORABLE) | YEAR-TO-DATE<br>ACTUAL | YEAR-TO-DATE<br>BUDGET | YEAR-TO-DATE<br>BUDGET VARIANCE<br>FAVORABLE /<br>(UNFAVORABLE) | REVISED 2023<br>BUDGET* |
|-------------------------------------|---------------------|---------------------|---|------------------------|------------------------|---|-------------------------|
| <b>OPERATING REVENUES</b>           |                     |                     |   |                        |                        |   |                         |
| Annual Charges for Service          | \$ 12,088,094       | \$ 12,088,094       | \$ 0  | \$ 145,057,122         | \$ 145,057,122         | \$ 0  | \$ 145,057,122          |
| Land Application Income             | 52,933              | 19,333              | 33,600  | 177,419                | 232,000                | (54,581)  | 232,000                 |
| Farming Income                      | 0                   | 176,250             | (176,250)   | 1,346,390              | 2,115,000              | (768,610)   | 2,115,000               |
| Other Income                        | 1,027,335           | 37,500              | 989,835   | 2,866,011              | 450,000                | 2,416,011   | 450,000                 |
| <b>TOTAL OPERATING REVENUES</b>     | <b>13,168,362</b>   | <b>12,321,177</b>   | <b>847,185</b>  | <b>149,446,942</b>     | <b>147,854,122</b>     | <b>1,592,820</b>  | <b>147,854,122</b>      |
| <b>OPERATING EXPENSES</b>           |                     |                     |   |                        |                        |   |                         |
| Administrative Services             | 632,107             | 553,394             | (78,713)  | 6,586,577              | 6,744,375              | 157,798   | 6,744,375               |
| Comprehensive Planning              | 80,897              | 91,109              | 10,212  | 1,046,504              | 1,125,200              | 78,696  | 1,125,200               |
| Engineering                         | 792,169             | 712,335             | (79,834)  | 8,901,630              | 8,804,850              | (96,780)  | 8,804,850               |
| Environmental Services              | 1,378,228           | 1,035,333           | (342,895)   | 12,706,979             | 12,723,339             | 16,360  | 12,723,339              |
| Human Resources                     | 253,681             | 235,786             | (17,895)  | 2,847,667              | 2,888,800              | 41,133  | 2,888,800               |
| Information Technology              | 716,601             | 738,583             | 21,982  | 8,629,147              | 9,018,880              | 389,733   | 9,018,880               |
| Maintenance                         | 1,739,256           | 1,294,580           | (444,676)   | 16,008,467             | 15,820,300             | (188,167)   | 15,820,300              |
| Northern Treatment Plant            | 785,386             | 594,350             | (191,036)   | 7,329,982              | 7,234,800              | (95,182)  | 7,234,800               |
| Office of the CEO                   | 222,270             | 206,608             | (15,662)  | 2,425,007              | 2,530,275              | 105,268   | 2,530,275               |
| Office of the General Counsel       | 572,237             | 202,466             | (369,771)   | 1,673,073              | 2,456,400              | 783,327   | 2,456,400               |
| Operations                          | 2,445,399           | 2,272,758           | (172,641)   | 26,532,071             | 27,437,100             | 905,029   | 27,437,100              |
| Resource Recovery & Reuse           | 1,331,942           | 1,319,983           | (11,959)  | 16,253,989             | 16,088,200             | (165,789)   | 16,088,200              |
| Strategy and Communication          | 182,881             | 188,965             | 6,084   | 2,006,081              | 2,327,900              | 321,819   | 2,327,900               |
| Technology and Innovation           | 287,038             | 349,257             | 62,219  | 3,685,168              | 4,296,080              | 610,912   | 4,296,080               |
| <b>TOTAL OPERATING EXPENSES</b>     | <b>11,420,093</b>   | <b>9,795,507</b>    | <b>(1,624,586)</b>  | <b>116,632,342</b>     | <b>119,496,499</b>     | <b>2,864,157</b>  | <b>119,496,499</b>      |
| <b>NET OPERATING INCOME</b>         | <b>1,748,269</b>    | <b>2,525,670</b>    | <b>(777,401)</b>  | <b>32,814,600</b>      | <b>28,357,623</b>      | <b>4,456,977</b>  | <b>28,357,623</b>       |
| <b>NON-OPERATING REVENUES</b>       |                     |                     |   |                        |                        |   |                         |
| Interest                            | 920,973             | 212,364             | 708,609   | 8,952,775              | 2,548,369              | 6,404,406   | 2,548,369               |
| Other                               | 2,985,875           | 0                   | 2,985,875   | 3,961,436              | 0                      | 3,961,436   | 0                       |
| <b>TOTAL NON-OPERATING REVENUES</b> | <b>3,906,848</b>    | <b>212,364</b>      | <b>3,694,484</b>  | <b>12,914,211</b>      | <b>2,548,369</b>       | <b>10,365,842</b>   | <b>2,548,369</b>        |
| <b>NON-OPERATING EXPENSES</b>       |                     |                     |   |                        |                        |   |                         |
| Capital O&M                         | 248,476             | 64,802              | (183,674)   | 675,064                | 777,600                | 102,536   | 777,600                 |
| <b>NET REVENUES OVER EXPENSES</b>   | <b>\$ 5,406,641</b> | <b>\$ 2,673,232</b> | <b>\$ 2,733,409</b>   | <b>\$ 45,053,747</b>   | <b>\$ 30,128,392</b>   | <b>\$ 14,925,355</b>  | <b>\$ 30,128,392</b>    |

\*Metro approved and implemented organizational structure changes, effective January 1, 2023. Based on this change, use of the 2023 Revised Budget allows for comparable analysis of operational results.

**METRO WATER RECOVERY  
BALANCE SHEET  
(UNAUDITED)  
PRELIMINARY  
AS OF DECEMBER 31, 2023**

|  | December<br>2023        | December<br>2022        |
|--|-------------------------|-------------------------|
| <b>ASSETS</b>                                  |                         |                         |
| <b>CURRENT ASSETS</b>                          |                         |                         |
| Revenue Fund Operating Accounts                |                         |                         |
| Cash and securities                            | \$ 31,066,525           | \$ 28,374,463           |
| Accounts Receivable                            | 24,455,444              | 20,230,217              |
| Accrued interest receivable                    | 1,162,057               | 709,023                 |
| Materials and supplies inventories             | 9,350,530               | 8,072,962               |
| Prepaid expenses                               | 1,973,237               | 2,176,842               |
|  | 68,007,793              | 59,563,507              |
| Other Funds                                    |                         |                         |
| Cash and securities                            |                         |                         |
| Sewer Connection Fees Account                  | 25,000,000              | 25,000,000              |
| Debt Service Fund                              | 39,395,959              | 39,001,954              |
| General Fund                                   | 261,760,641             | 237,015,332             |
|  | 394,164,393             | 360,580,794             |
| <b>TOTAL CURRENT ASSETS</b>                    | <b>394,164,393</b>      | <b>360,580,794</b>      |
| <b>ACQUISITION AND CONSTRUCTION FUND</b>       |                         |                         |
| Cash and securities                            | 29,259,309              | 52,874,542              |
| Accrued interest receivable                    | 180,363                 | 286,828                 |
|  | 29,439,671              | 53,161,370              |
| <b>TOTAL ACQUISITION AND CONSTRUCTION FUND</b> | <b>29,439,671</b>       | <b>53,161,370</b>       |
| <b>UTILITY PLANT</b>                           |                         |                         |
| Plant in service                               | 1,028,408,664           | 1,000,706,037           |
| Equipment                                      | 728,117,378             | 709,008,402             |
| Right-to-use leased equipment                  | 342,173                 | 342,173                 |
|  | 1,756,868,215           | 1,710,056,612           |
| Less accumulated depreciation                  | 711,507,548             | 674,246,891             |
|  | 1,045,360,667           | 1,035,809,720           |
| Construction in progress                       | 273,305,876             | 258,193,510             |
| Land   | 46,878,469              | 46,878,469              |
|  | 1,365,545,011           | 1,340,881,699           |
| <b>TOTAL UTILITY PLANT</b>                     | <b>1,365,545,011</b>    | <b>1,340,881,699</b>    |
| <b>DEFERRED OUTFLOWS</b>                       | <b>15,953,224</b>       | <b>15,953,224</b>       |
| <b>TOTAL ASSETS</b>                            | <b>\$ 1,805,102,300</b> | <b>\$ 1,770,577,087</b> |

**BALANCE SHEET  
(UNAUDITED)  
PRELIMINARY  
AS OF DECEMBER 31, 2023**

|   | December<br>2023 | December<br>2022 |
|---|------------------|------------------|
| <b>LIABILITIES</b>  |                  |                  |
| <b>CURRENT LIABILITIES</b>  |                  |                  |
| Accounts Payable  | \$ 10,009,472    | 16,139,112       |
| Short term escrows - septic haulers   | 11,700           | 4,000            |
| Accrued payroll & related benefits  | 4,761,275        | 4,087,702        |
| Other accrued liabilities   | -                | 0                |
|   | 14,782,446       | 20,230,814       |
| <br><b>Restricted Special Funds</b>   |                  |                  |
| Unearned revenue  | 2,634,642        | 4,083,358        |
| Accrued interest payable  | 4,892,502        | 5,147,125        |
| Current portion of long-term debt   | 29,440,000       | 28,585,000       |
|   | 51,749,590       | 58,046,296       |
| <br><b>TOTAL CURRENT LIABILITIES</b>  |                  |                  |
| <br><b>ACQUISITION &amp; CONSTRUCTION, FIXED ASSET<br/>REPLACEMENT AND GENERAL FUND</b> |                  |                  |
| Amount retained on contractor's estimates   | (29,440,000)     | (28,585,000)     |
|   | 12,838,888       | 13,341,224       |
| <br><b>NET OPEB LIABILITY</b>   |                  |                  |
|   | 12,766,507       | 12,766,507       |
| <br><b>NET PENSION LIABILITY</b>  |                  |                  |
|   | 56,656,364       | 56,656,364       |
| <br><b>LEASE LIABILITY</b>  |                  |                  |
|   | 208,580          | 208,580          |
| <br><b>LONG-TERM DEBT</b>   |                  |                  |
| Series 2009B Bonds  | 94,195,000       | 94,195,000       |
| Series 2019A Bonds  | 15,995,000       | 31,235,000       |
| Series 2019B Bonds  | 310,000,000      | 323,345,000      |
| Series 2020A Bonds  | 146,545,000      | 146,545,000      |
| Bond Premiums/Discounts   | 13,030,242       | 14,971,999       |
|   | 579,765,242      | 610,291,999      |
| Less current portion  | 29,440,000       | 28,585,000       |
|   | 550,325,242      | 581,706,999      |
| <br><b>TOTAL LIABILITIES</b>  |                  |                  |
|   | 684,545,171      | 722,725,970      |
| <br><b>DEFERRED INFLOWS</b>   |                  |                  |
|   | 5,332,445        | 5,600,254        |
| <br><b>EQUITY</b>   |                  |                  |
| Contributions in aid of construction  | 230,165,639      | 230,165,639      |
| Less depreciation   | 230,053,347      | 230,039,597      |
|   | 112,293          | 126,043          |
| <br><b>Retained earnings</b>  |                  |                  |
| Reserved  | \$270,947,701    | 236,072,850      |
| Unreserved  | \$844,164,690    | 806,051,971      |
|   | 1,115,112,391    | 1,042,124,821    |
| <br><b>TOTAL EQUITY</b>   |                  |                  |
|   | 1,115,224,684    | 1,042,250,864    |
| <br><b>TOTAL LIABILITIES AND EQUITY</b>   |                  |                  |
|   | \$ 1,805,102,300 | \$ 1,770,577,087 |

**METRO WATER RECOVERY  
CASH FLOW - TRUST FUNDS  
PRELIMINARY  
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2023**

|  | OPERATION &<br>MAINTENANCE<br>REVENUE | RESTRICTED SPECIAL FUNDS |                       | FIXED ASSET<br>REPLACEMENT | SEWER<br>CONNECTION<br>CHARGES | ACQUISITION &<br>CONSTRUCTION | COMBINED<br>12/31/2023 |
|--|---------------------------------------|--------------------------|-----------------------|----------------------------|--------------------------------|-------------------------------|------------------------|
|  |                                       | BOND                     | GENERAL*              |                            |                                |                               |                        |
| <b>SOURCES OF FUNDS</b>                        |                                       |                          |                       |                            |                                |                               |                        |
| Investment Income **                           | 12,959,518                            | 1,218,258                | 0                     | 0                          | 0                              | 2,066,904                     | 16,244,680             |
| Other, Net †                                   | 0                                     | 0                        | 0                     | 0                          | 0                              | 0                             | 0                      |
|  | <u>12,959,518</u>                     | <u>1,218,258</u>         | <u>0</u>              | <u>0</u>                   | <u>0</u>                       | <u>2,066,904</u>              | <u>16,244,680</u>      |
| <b>APPLICATION OF FUNDS</b>                    |                                       |                          |                       |                            |                                |                               |                        |
| Operating Expenses                             | 28,314,495                            | 0                        | 0                     | 0                          | 0                              | 0                             | 28,314,495             |
| Capital Expenditures                           | 0                                     | 0                        | 0                     | 0                          | 0                              | 84,067                        | 84,067                 |
| Bond Interest & Principal Payments             | 0                                     | 48,664,253               | 0                     | 0                          | 0                              | 0                             | 48,664,253             |
|  | <u>28,314,495</u>                     | <u>48,664,253</u>        | <u>0</u>              | <u>0</u>                   | <u>0</u>                       | <u>84,067</u>                 | <u>77,062,815</u>      |
| <b>INTERFUND TRANSFERS</b>                     |                                       |                          |                       |                            |                                |                               |                        |
| Required Transfers                             | 18,047,039                            | 47,840,000               | 24,745,308            | 0                          | 0                              | (25,598,070)                  | 65,034,277             |
|  | <u>18,047,039</u>                     | <u>47,840,000</u>        | <u>24,745,308</u>     | <u>0</u>                   | <u>0</u>                       | <u>(25,598,070)</u>           | <u>65,034,277</u>      |
| <b>NET CHANGE IN CASH &amp; SECURITIES</b>     | 2,692,062                             | 394,005                  | 24,745,308            | 0                          | 0                              | (23,615,233)                  | 4,216,142              |
| <b>BEGINNING CASH &amp; SECURITIES, 1/1/23</b> | 28,374,463                            | 39,001,954               | 237,015,332           | 0                          | 25,000,000                     | 52,874,542                    | 382,266,292            |
| <b>ENDING CASH &amp; SECURITIES, 12/31/23</b>  | <u>\$ 31,066,525</u>                  | <u>\$ 39,395,959</u>     | <u>\$ 261,760,641</u> | <u>\$ -</u>                | <u>\$ 25,000,000</u>           | <u>\$ 29,259,309</u>          | <u>\$ 386,482,434</u>  |

\* A minimum fund balance of 90 days operating expenses has been established for this fund.

\*\*Investment income includes unrealized gains and losses as Metro adjusts investments to market value each month. Unrealized losses is rarely, if ever, realized as Metro typically hold the investments to maturity.

† Other, Net consists of amortization of premiums/discounts on bond purchases. The O&M Fund also includes Build America Bonds interest, Lab Services and farming.

**METRO WATER RECOVERY  
CAPITAL PROJECT EXPENDITURES  
December 31, 2023  
ACQUISITION & CONSTRUCTION FUND**

| PAR<br>NUMBER | DESCRIPTION  | APPROPRIATIONS |                |               | EXPENDITURES |                |               | 12/31/2023<br>UNEXPENDED<br>APPROPRIATION | TRANSFERRED<br>TO EXPENSE &<br>FIXED ASSETS |
|---------------|--|----------------|----------------|---------------|--------------|----------------|---------------|---|---|
|               |  | 2023           | PRIOR<br>YEARS | TOTAL         | 2023         | PRIOR<br>YEARS | TOTAL         |   |   |
|               | <u>ACQUISITION &amp; CONSTRUCTION FUND</u>                             |                |                |               |              |                |               |   |   |
| 1088          | OTHER<br>Northern Treatment Plant                                      | \$0            | \$411,038,573  | \$411,038,573 | \$480,025    | \$410,283,012  | \$410,763,037 | \$275,536                                 | \$410,283,012                               |
| 1232          | WASTEWATER TREATMENT<br>Sand Creek & Second Creek Basins Regional Plan |                | 167,203,417    | 167,203,417   | 26,877,752   | 114,336,473    | 141,214,225   | 25,989,192                                | 1,370,836                                   |
|               | A&C Fund Total   | \$0            | \$578,241,990  | \$578,241,990 | \$27,357,777 | \$524,619,485  | \$551,977,262 | \$26,264,728                              | \$411,653,848                               |



**FIXED ASSET REPLACEMENT FUND**

| PAR NUMBER | DESCRIPTION  | APPROPRIATIONS      |                      |                      | EXPENDITURES        |                      |                      | 12/31/2023 UNEXPENDED APPROPRIATION | TRANSFERRED TO EXPENSE & FIXED ASSETS |
|------------|--|---------------------|----------------------|----------------------|---------------------|----------------------|----------------------|-------------------------------------|---------------------------------------|
|            |  | 2023                | PRIOR YEARS          | TOTAL                | 2023                | PRIOR YEARS          | TOTAL                |                                     |                                       |
|            | <b>FIXED ASSET REPLACEMENT FUND</b>                        |                     |                      |                      |                     |                      |                      |                                     |                                       |
|            | <b>OTHER</b>   |                     |                      |                      |                     |                      |                      |                                     |                                       |
| 1235       | RWHTF Support Facilities Upgrade-2014                      |                     | 16,445,400           | 16,445,400           | 67,016              | 16,070,197           | 16,137,213           | 308,187                             | 16,070,197                            |
| 1362       | Security Gates Replacement at Hite                         |                     | 410,000              | 410,000              | 4,938               | 397,445              | 402,383              | 7,617                               | 183,704                               |
| 1379       | Annual Fixed Asset Replacement Priorities                  | 6,500,000           | 12,928,000           | 19,428,000           | 3,963,410           | 6,013,769            | 9,977,179            | 9,450,821                           | 2,742,593                             |
| 1409       | IT Customer Experience Grouped Project 2021                |                     | 500,000              | 500,000              | 113,784             | 139,874              | 253,658              | 246,342                             | 43,070                                |
| 1364       | District Wireless Infrastructure                           |                     | 1,062,000            | 1,062,000            | 0                   | 220,697              | 220,697              | 841,303                             | 0                                     |
| 1396       | NTP Primary Clarifier Cover Damage Repair                  |                     | 6,000,000            | 6,000,000            | 1,448,716           | 409,177              | 1,857,893            | 4,142,107                           | 0                                     |
| 1419       | IT Infrastructure 2022                                     |                     | 605,000              | 605,000              | 178,720             | 0                    | 178,720              | 426,280                             | 0                                     |
| 1424       | IT Customer Experience Grouped Project 2022                |                     | 500,000              | 500,000              | 352,372             | 0                    | 352,372              | 147,628                             | 0                                     |
| 1434       | NTP Post Digestion Sidestream Improvements                 | 1,400,000           |                      | 1,400,000            | 163,055             | 0                    | 163,055              | 1,236,945                           | 0                                     |
| 1392       | HVAC High Priority Improvements                            | 2,145,000           |                      | 2,145,000            | 282,743             | 0                    | 282,743              | 1,862,257                           | 0                                     |
| 1370       | Interceptor Relocations 2020-2022                          | 125,000             |                      | 125,000              | 0                   | 0                    | 0                    | 125,000                             | 0                                     |
| 1415       | Enterprise Asset Management                                | 3,000,000           |                      | 3,000,000            | 71,189              | 0                    | 71,189               | 2,928,811                           | 0                                     |
|            | <b>WASTEWATER TREATMENT</b>                                |                     |                      |                      |                     |                      |                      |                                     |                                       |
| 1225       | South Headworks & Grease Processing Improvements           |                     | 50,048,600           | 50,048,600           | 32,439              | 49,533,724           | 49,566,163           | 482,437                             | 48,972,761                            |
| 1244       | Solids Processing Improvements                             |                     | 58,052,000           | 58,052,000           | 4,316,866           | 51,301,527           | 55,618,393           | 2,433,607                           | 44,976,078                            |
| 1259       | Digester Complex Rehabilitation Project                    |                     | 33,467,277           | 33,467,277           | 114,593             | 33,103,621           | 33,218,214           | 249,063                             | 33,103,621                            |
| 1408       | Potable Waterline Replacement                              |                     | 1,825,000            | 1,825,000            | 0                   | 65,104               | 65,104               | 1,759,896                           | 0                                     |
| 1411       | North Secondary Upgrades and Intensification               | 1,453,500           | 20,160,000           | 21,613,500           | 4,361,175           | 190,353              | 4,551,528            | 17,061,972                          | 0                                     |
| 1413       | RWHTF Conduit Study  | 1,725,000           | 0                    | 1,725,000            | 245,194             | 0                    | 245,194              | 1,479,806                           | 0                                     |
|            | <b>Subtotal - ROBERT W. HITE Treatment Facility</b>        | <b>\$16,348,500</b> | <b>\$202,003,277</b> | <b>\$218,351,777</b> | <b>\$15,716,210</b> | <b>\$157,445,488</b> | <b>\$173,161,698</b> | <b>\$45,190,079</b>                 | <b>\$146,092,024</b>                  |
|            | <b>TRANSMISSION FACILITIES</b>                             |                     |                      |                      |                     |                      |                      |                                     |                                       |
| 1340       | Force Main and Siphon Condition Assesment & Cleaning       |                     | 6,859,000            | 6,859,000            | 1,464,081           | 3,896,391            | 5,360,472            | 1,498,528                           | 0                                     |
| 1312       | Lift Station (TNW and DM) Fixed Asset Rehabilitation       |                     | 41,726,000           | 41,726,000           | 11,737,012          | 10,066,920           | 21,803,932           | 19,922,068                          | 128,047                               |
| 1343       | National Western Center Delgany Interceptor Relocation     |                     | 9,196,451            | 9,196,451            | 21,296              | 9,053,746            | 9,075,042            | 121,409                             | 9,053,746                             |
| 1325       | Transmission System Structure Rehabilitation 2020          |                     | 4,008,316            | 4,008,316            | 592,122             | 2,041,451            | 2,633,573            | 1,374,743                           | 0                                     |
| 1363       | Interceptor Rehabilitation 2020-2022                       |                     | 35,812,000           | 35,812,000           | 8,667,865           | 23,471,864           | 32,139,729           | 3,672,271                           | 12,142,311                            |
| 1369       | TSB FARs and Improvements                                  |                     | 1,350,000            | 1,350,000            | 304,271             | 987,351              | 1,291,622            | 58,378                              | 987,351                               |
| 1265       | Electrical Transmission Service Substation                 | 42,250,000          | 21,467,125           | 63,717,125           | 4,586,471           | 2,248,563            | 6,835,034            | 56,882,091                          | 0                                     |
| 1382       | North Complex Natural Gas System Replacement               |                     | 1,143,000            | 1,143,000            | 931,657             | 105                  | 931,762              | 211,238                             | 0                                     |
| 1425       | Aurora Westside Interceptor Rehabilitation                 | 11,370,000          | 0                    | 11,370,000           | 1,762,504           | 0                    | 1,762,504            | 9,607,496                           | 0                                     |
|            | <b>EQUIPMENT</b>   |                     |                      |                      |                     |                      |                      |                                     |                                       |
|            | FARF Equipment ≥ \$10,000 & ≤ \$250,000 *                  | 1,370,272           | 0                    | 1,370,272            | 821,632             | 0                    | 821,632              | 548,640                             | 821,632                               |
|            | FARF Equipment ≥ \$250,000 *                               | 0                   | 0                    | 0                    | 0                   | 0                    | 0                    | 0                                   | 0                                     |
|            | <b>SMALL PROJECTS</b>                                      |                     |                      |                      |                     |                      |                      |                                     |                                       |
|            | Small FARF Projects/Studies<br>(see Attachment for detail) | 1,000,000           | 14,966,361           | 15,966,361           | 827,970             | 10,751,997           | 11,579,967           | 4,386,394                           | 9,945,666                             |
|            | <b>Fixed Asset Replacement Fund Total</b>                  | <b>\$72,338,772</b> | <b>\$338,531,530</b> | <b>\$410,870,302</b> | <b>\$47,433,091</b> | <b>\$219,963,876</b> | <b>\$267,396,967</b> | <b>\$143,473,335</b>                | <b>\$179,170,777</b>                  |

NOTE:

\* The FARF Equipment Appropriations & Expenditures reflect current year information only.

**METRO WATER RECOVERY  
FIXED ASSET REPLACEMENT FUND  
SMALL CONSTRUCTION PROJECTS AND STUDIES  
Project Inception through December 31, 2023**

| DESCRIPTION   | DATE<br>APPROVED | APPROPRIATION           |
|---|------------------|-------------------------|
| BOARD RESOLUTIONS - APPROPRIATIONS  | VARIOUS          | \$15,966,361            |
| LESS: EXPENDITURES TO DATE  | See Below        | (11,579,967)            |
| UNEXPENDED APPROPRIATIONS   |                  | <u>4,386,394</u>        |
| LESS: COMMITTED EXPENDITURES ON ONGOING PROJECTS  |                  | (3,390,699)             |
| UNCOMMITTED APPROPRIATIONS*   |                  | <u><u>\$995,695</u></u> |
| NOTE: BOARD APPROPRIATIONS ARE IN LUMP SUMS, THEY DO NOT APPROPRIATE AMOUNTS FOR INDIVIDUAL SMALL PROJECTS. |                  |                         |

| SMALL PROJECTS AUTHORIZED BY CHIEF EXECUTIVE OFFICER:         | PROJECT<br>NUMBER | DATE<br>APPROVED | CEO'S<br>AUTHORIZED<br>COST | EXPENDITURES<br>TO DATE | FUTURE<br>COMMITTED<br>COSTS |
|---|-------------------|------------------|-----------------------------|-------------------------|------------------------------|
| Completed Small Projects                                      |                   |                  | \$14,818,904                | \$9,945,666             | \$0                          |
| Less: Unexpended Appropriations on Completed Small Projects * |                   |                  | (\$4,873,238)               |                         |                              |
| Open Small Projects   |                   |                  |                             |                         |                              |
| RWHTF Hazmat Shelter-In-Place Rehabilitation                  | 1347              | 8/13/18          | 250,000                     | 246,310                 | 3,690                        |
| RWHTF Radio System Upgrade Project                            | 1350              | 11/20/18         | 250,000                     | 207,060                 | 42,940                       |
| Process Building Centrifuge VFD Replacement                   | 1354              | 01/02/19         | 75,000                      | 59,071                  | 15,929                       |
| Pretreatment Database (PIMs) Replacement & CROMERR Portal     | 1372              | 11/20/19         | 250,000                     | 248,004                 | 1,996                        |
| Facilities Maintenance Satellite Facility Improvements        | 1374              | 02/27/20         | 150,000                     | 137,534                 | 12,466                       |
| Records Management System (RMS) Upgrade 2020                  | 1389              | 11/12/20         | 75,000                      | 30,450                  | 44,550                       |
| Boardroom Refresh   | 1391              | 11/12/20         | 250,000                     | 200,467                 | 49,533                       |
| Asset Management Program Implementation                       | 1405              | 06/14/21         | 500,000                     | 153,756                 | 346,244                      |
| Admin Office Remodel 2021-2022                                | 1412              | 12/7/2021        | 250,000                     | 155,449                 | 94,551                       |
| Maintenance Equipment Optimization                            | 1423              | 08/02/22         | 250,000                     | 83,705                  | 166,295                      |
| Labworks Upgrade  | 1429              | 12/13/22         | 250,000                     | 99,869                  | 150,131                      |
| Security Services Evaluation                                  | 1435              | 4/5/23           | 250,000                     | 0                       | 250,000                      |
| Admin and TSB Door Hardware and Re-Core                       | 1436              | 4/5/23           | 250,000                     | 0                       | 250,000                      |
| Data Lake House   | 1439              | 5/4/23           | 475,000                     | 0                       | 475,000                      |
| NTP BioReactor Instrument Upgrade                             | 1440              | 08/21/23         | 300,000                     | 12,626                  | 287,374                      |
| NTP Chemical Facility Evaluation and Improvements             | 1441              | 10/30/23         | 500,000                     | 0                       | 500,000                      |
| Clear Creek Interceptor System Rehab                          | 1443              | 10/31/23         | 50,000                      | 0                       | 50,000                       |
| Centrate Foam Tank and Misc Improvements                      | 1444              | 10/31/23         | 150,000                     | 0                       | 150,000                      |
| Metering Audit and Cabinet Assessment                         | 1446              | 11/28/23         | 500,000                     | 0                       | 500,000                      |
| PROJECT SUBTOTALS   |                   |                  | <u>\$14,970,666</u>         | <u>\$11,579,967</u>     | <u>\$3,390,699</u>           |
| Plus: Uncommitted Appropriations*                             |                   |                  | <u>\$995,695</u>            |                         |                              |
| TOTAL APPROPRIATED  |                   |                  | <u><u>\$15,966,361</u></u>  |                         |                              |

\* As small projects are completed, the unused appropriations are reauthorized by the Chief Executive Officer for use on new small projects. This eliminates the need for Board approved rescissions and also reduces the need for Board approved replenishment of this account.

**GENERAL FUND**

| PAR NUMBER | DESCRIPTION  | APPROPRIATIONS |                 |                 | EXPENDITURES |               |               | 12/31/2023 UNEXPENDED APPROPRIATION | TRANSFERRED TO EXPENSE & FIXED ASSETS |
|------------|--|----------------|-----------------|-----------------|--------------|---------------|---------------|-------------------------------------|---------------------------------------|
|            |  | 2023           | PRIOR YEARS     | TOTAL           | 2023         | PRIOR YEARS   | TOTAL         |                                     |                                       |
|            | <b>GENERAL FUND</b>  |                |                 |                 |              |               |               |                                     |                                       |
|            | <b>WASTEWATER TREATMENT</b>  |                |                 |                 |              |               |               |                                     |                                       |
| 1225       | South Headworks & Grease Processing Improvements                         | \$0            | 21,449,400      | 21,449,400      | 14,141       | 21,218,146    | 21,232,287    | 217,113                             | 20,977,733                            |
| 1244       | Solids Processing Improvements   |                | 38,705,000      | 38,705,000      | 2,886,421    | 34,128,846    | 37,015,267    | 1,689,733                           | 29,984,052                            |
| 1314       | RWHTF Peracetic Acid Full Scale Pilot                                    |                | 1,885,225       | 1,885,225       | 31,427       | 1,853,725     | 1,885,152     | 73                                  | 1,852,725                             |
| 1357       | Blower No. 8 Replacement   |                | 1,920,000       | 1,920,000       | 1,276        | 1,782,432     | 1,783,708     | 136,292                             | 1,782,432                             |
| 1400       | Peracetic Acid Disinfection System Improvements                          | 21,150,000     | 4,080,000       | 25,230,000      | 4,366,767    | 2,070,196     | 6,436,963     | 18,793,037                          | 0                                     |
| 1395       | RWHTF Biogas Utilization   |                | 3,570,976       | 3,570,976       | 1,055,654    | 1,375,629     | 2,431,283     | 1,139,693                           | 0                                     |
| 1411       | North Secondary Upgrades and Intensification                             | 161,500        | 2,240,000       | 2,401,500       | 486,547      | 21,150        | 507,697       | 1,893,803                           | 0                                     |
| 1426       | Phosphorous Recovery Facility Reliability Improvements                   | 2,100,000      | 0               | 2,100,000       | 229,879      | 0             | 229,879       | 1,870,121                           | 0                                     |
|            | Subtotal - ROBERT W. HITE Treatment Facility                             | \$23,411,500   | \$73,850,601    | \$97,262,101    | \$9,072,112  | \$62,450,124  | \$71,522,236  | \$25,739,865                        | \$54,596,942                          |
|            | <b>TRANSMISSION FACILITIES</b>   |                |                 |                 |              |               |               |                                     |                                       |
| 1232       | Sand Creek & Second Creek Basins Regional Plan                           |                | 25,698,000      | 25,698,000      | 4,959        | 16,277,317    | 16,282,276    | 9,415,724                           | 1,926,768                             |
| 1265       | Electrical Transmission Service Substation                               | 22,750,000     | 11,559,375      | 34,309,375      | 2,475,248    | 1,210,765     | 3,686,013     | 30,623,362                          | 0                                     |
|            | <b>ADVANCED TREATMENT</b>  |                |                 |                 |              |               |               |                                     |                                       |
|            | <b>OTHER</b>   |                |                 |                 |              |               |               |                                     |                                       |
| 1088       | Northern Treatment Plant   |                | 82,036          | 82,036          | 0            | 82,036        | 82,036        | 0                                   | 82,036                                |
| 1182       | Suncor-Management of Air Quality/Soil Contamination                      |                | 2,430,000       | 2,430,000       | 31,767       | 2,245,638     | 2,277,405     | 152,595                             | 2,257,875                             |
| 1235       | RWHTF Support Facilities Upgrade-2014                                    |                | 38,054,600      | 38,054,600      | 163,423      | 37,219,149    | 37,382,572    | 672,028                             | 37,219,149                            |
| 1348       | 6690 York St - Land Acquisition  |                | 410,000         | 410,000         | 0            | 404,713       | 404,713       | 5,287                               | 404,713                               |
| 1356       | General Property Acquisition 2019-2026                                   |                | 3,800,000       | 3,800,000       | 43,167       | 807,417       | 850,584       | 2,949,416                           | 764,790                               |
|            | Partnership with Denver Water Concerning the Lead & Copper Rule Variance |                | 22,500,000      | 22,500,000      | 750,000      | 1,500,000     | 2,250,000     | 20,250,000                          | 2,250,000                             |
| 1394       | Evaluate and Enhance Metro District's Brand Identity                     |                | 617,490         | 617,490         | 8,131        | 554,888       | 563,019       | 54,471                              | 237,928                               |
| 1402       | Ditch Companies Litigation   | 750,000        | 750,000         | 1,500,000       | 1,250,207    | 249,793       | 1,500,000     | 0                                   | 620,736                               |
| 1404       | BIOSOLIDS MASTER PLAN  | 2,900,000      | 0               | 2,900,000       | 168,179      | 0             | 168,179       | 2,731,821                           | 0                                     |
| 1416       | NTP Effluent Temperature   | 1,280,000      | 2,036,000       | 3,316,000       | 1,116,498    | 349,106       | 1,465,604     | 1,850,396                           | 0                                     |
| 1430       | NTP Modeling and Advanced Automation                                     | 2,000,000      | 0               | 2,000,000       | 105,548      | 0             | 105,548       | 1,894,452                           | 0                                     |
| 1431       | NTP Wastewater Utility Plan  | 750,000        | 0               | 750,000         | 192,658      | 0             | 192,658       | 557,342                             | 0                                     |
|            | <b>SMALL PROJECTS</b>  |                |                 |                 |              |               |               |                                     |                                       |
|            | Small Projects, Studies, and Expend. (see Attachments for detail)        | 1,500,000      | 21,212,852      | 22,712,852      | 1,088,617    | 17,001,134    | 18,089,751    | 4,623,101                           | 14,722,565                            |
|            | <b>RESERVE</b>   |                |                 |                 |              |               |               |                                     |                                       |
|            | Operating Reserve  |                | 0               | 0               | 0            | 0             | 0             | 0                                   | 0                                     |
|            | General Fund Total   | \$55,341,500   | \$203,000,954   | \$258,342,454   | \$16,470,514 | \$140,352,080 | \$156,822,594 | \$101,519,860                       | \$115,083,502                         |
|            | <b>TOTAL ALL FUNDS*</b>  | \$127,680,272  | \$1,119,774,475 | \$1,247,454,747 | \$91,261,382 | \$884,935,441 | \$976,196,823 | \$271,257,923                       | \$705,908,127                         |

**NOTES:**

\* Of the \$706,811,302 transferred to expense or capitalized as fixed assets, only \$2,257,875 for the Suncor-Management of Air Quality/Soil Contamination, \$620,736 for the Ditch Companies Litigation \$2,221,001 for North Treatment Plant - BGLS, \$2,250,000 for the Partnership with Denver Water Concerning the Lead & Copper Rule Variance, \$10,470,406 Small Construction Projects and Studies and \$2,383,441 in Fixed Asset Replacement Fund Small have been expensed. All other amounts have been capitalized.

**METRO WATER RECOVERY  
GENERAL FUND  
SMALL PROJECTS, STUDIES, AND EXPENDITURES  
Project Inception through December 31, 2023**

| DESCRIPTION   |  | DATE<br>APPROVED | APPROPRIATION             |
|---|--|------------------|---------------------------|
| BOARD RESOLUTIONS - APPROPRIATIONS  |  | VARIOUS          | \$22,712,852              |
| LESS: EXPENDITURES TO DATE  |  | See Below        | (18,089,751)              |
| UNEXPENDED APPROPRIATIONS   |  |                  | <u>4,623,101</u>          |
| LESS: COMMITTED EXPENDITURES ON ONGOING PROJECTS  |  |                  | (3,152,814)               |
| UNCOMMITTED APPROPRIATIONS*   |  |                  | <u><u>\$1,470,287</u></u> |
| NOTE: BOARD APPROPRIATIONS ARE IN LUMP SUMS. THEY DO NOT APPROPRIATE AMOUNTS FOR INDIVIDUAL SMALL PROJECTS. |  |                  |                           |

| SMALL PROJECTS AUTHORIZED BY CHIEF EXECUTIVE OFFICER:              | PROJECT<br>NUMBER | DATE<br>APPROVED | CEO'S<br>AUTHORIZED<br>COST | EXPENDITURES<br>TO DATE | FUTURE<br>COMMITTED<br>COSTS |
|--|-------------------|------------------|-----------------------------|-------------------------|------------------------------|
| Completed Small Projects   |                   | VARIOUS          | \$20,907,014                | \$14,722,565            | \$0                          |
| Less: Unexpended Appropriations on Completed Small Projects *      |                   |                  | (\$6,184,449)               |                         |                              |
| Open Small Projects  |                   |                  |                             |                         |                              |
| North & South Entry Gate Emergency Notification Improvement        | 1307              | 01/03/17         | 250,000                     | 191,862                 | 58,138                       |
| 2018 North Secondary Pilot Program                                 | 1336              | 04/25/18         | 250,000                     | 213,996                 | 36,004                       |
| Dynamic Safety System  | 1355              | 01/31/19         | 200,000                     | 185,530                 | 14,470                       |
| Intellectual Property Program                                      | 1360              | 03/25/19         | 100,000                     | 35,055                  | 64,945                       |
| Fall Protection Infrastructure Improvements                        | 1365              | 09/04/19         | 210,000                     | 203,233                 | 6,767                        |
| Innovation and Research Initiatives                                | 1373              | 03/02/20         | 250,000                     | 210,919                 | 39,081                       |
| Facilities Maintenance Satellite Facility Improvements             | 1374              | 02/27/20         | 100,000                     | 91,689                  | 8,311                        |
| NTP Effluent Pond Herbicide Treatment for Aquatic Nuisance Species | 1381              | 06/10/20         | 75,000                      | 73,111                  | 1,889                        |
| NTP Post Startup Evaluation  | 1385              | 08/19/20         | 250,000                     | 171,153                 | 78,847                       |
| Legal Assistance Fund 1  | 1386              | 08/13/20         | 250,000                     | 248,057                 | 1,943                        |
| Legal Assistance Fund 2  | 1387              | 08/13/20         | 250,000                     | 101,392                 | 148,608                      |
| Education and Outreach Asset Update                                | 1388              | 12/17/20         | 100,000                     | 51,049                  | 48,951                       |
| Aeration Control Strategy Review and Implementation                | 1390              | 12/22/20         | 500,000                     | 161,745                 | 338,255                      |
| Electric Fleet Vehicle Charging Infrastructure                     | 1397              | 04/05/21         | 250,000                     | 0                       | 250,000                      |
| Effluent Temperature Compliance Study                              | 1398              | 04/21/21         | 250,000                     | 249,836                 | 164                          |
| Alternative Energy Evaluation                                      | 1401              | 05/05/21         | 75,000                      | 200                     | 74,800                       |
| Continuous Improvement Framework                                   | 1403              | 05/12/21         | 250,000                     | 156,777                 | 93,223                       |
| 2021 Process Optimization  | 1410              | 10/07/21         | 250,000                     | 144,565                 | 105,435                      |
| Digital Screens  | 1414              | 02/15/22         | 50,000                      | 39,563                  | 10,437                       |
| Strategic Plan Update 2022   | 1417              | 03/15/22         | 250,000                     | 201,846                 | 48,154                       |
| Technical Support to Legal Work                                    | 1420              | 05/10/22         | 250,000                     | 62,174                  | 187,826                      |
| Dissolved Organic Nutrients Evaluation                             | 1422              | 06/16/22         | 250,000                     | 141,143                 | 108,857                      |
| Payment Optimization   | 1427              | 10/04/22         | 150,000                     | 0                       | 150,000                      |
| Community Relations Program  | 1428              | 12/07/22         | 250,000                     | 31,221                  | 218,779                      |
| NTP Loading Evaluation   | 1432              | 02/21/23         | 250,000                     | 150,522                 | 99,478                       |
| Asbestos Containing Material Surveys                               | 1433              | 02/21/23         | 250,000                     | 187,110                 | 62,890                       |
| Delgany and South Thornton Odor Control                            | 1438              | 05/02/23         | 460,000                     | 0                       | 460,000                      |
| South Platte River Aquatic Life Habitat Improvements               | 1437              | 06/13/23         | 250,000                     | 63,438                  | 186,562                      |
| NTP Secondary Aeration System Evaluation                           | 1447              | 11/28/23         | 250,000                     | 0                       | 250,000                      |
| PROJECT SUBTOTALS  |                   |                  | <u>\$21,242,565</u>         | <u>\$18,089,751</u>     | <u>\$3,152,814</u>           |
| Plus: Uncommitted Appropriations*                                  |                   |                  | <u>\$1,470,287</u>          |                         |                              |
| TOTAL APPROPRIATED   |                   |                  | <u><u>\$22,712,852</u></u>  |                         |                              |

\* As small projects are completed, the unused appropriations are reauthorized by the Chief Executive Officer for use on new small projects. This eliminates the need for Board approved rescissions and also reduces the need for Board approved replenishment of this account.

## METRO WATER RECOVERY

### Board of Directors Upcoming Events

Directors are provided information on upcoming events in the monthly committee meeting packets and Chief Executive Officer's Report in the Board packet. Any new information is shown in ***bold italics***. Please add applicable meeting dates to your calendars.

| <b><u>Date</u></b>  | <b><u>Event/Location</u></b>   |
|---|--|
| <b><i>Wednesday, February 7, 2024<br/>9a.m.</i></b>                               | <b><i>Connector Annual Charge Webinar<br/>Presentation<br/>Contact DawnAmbrosio at<br/><a href="mailto:dambrosio@metrowaterrecovery.com">dambrosio@metrowaterrecovery.com</a> for<br/>information on attending</i></b> |
| <b><i>Tuesday, February 20, 2024<br/>4p.m.</i></b>                                | <b><i>Rules &amp; Regulations Committee Meeting<br/>Admin1 Conference Room</i></b>   |
| Thursday, February 22, 2024<br>7:30 a.m. (breakfast served at 7 a.m.)             | Defined Benefit Plan Retirement Board<br>Boardroom   |
| Thursday, February 22, 2024<br>12:30 p.m. (lunch served at noon)                  | Defined Contribution Plan Retirement Board<br>Boardroom  |
| Thursday, March 7, 2024<br>Immediately following Finance Committee                | Finance Committee Budget Workshop<br>Boardroom   |
| <b><i>Thursday, March 7, 2024<br/>2p.m.</i></b>                                   | <b><i>Connector Annual Charge Webinar<br/>Presentation<br/>Contact DawnAmbrosio at<br/><a href="mailto:dambrosio@metrowaterrecovery.com">dambrosio@metrowaterrecovery.com</a> for<br/>information on attending</i></b> |
| <b><i>Tuesday, March 19, 2024<br/>4p.m.</i></b>                                   | <b><i>Rules &amp; Regulations Committee Meeting<br/>Admin1 Conference Room</i></b>   |
| Thursday, April 4, 2024<br>9 a.m. or directly following Finance                   | Audit Committee<br>Boardroom   |
| Wednesday, April 17, 2024<br>TBD  | Wastewater Worker Recognition<br>TBD   |
| <b><i>Wednesday, April 24, 2024<br/>9a.m. (breakfast served at 8:30 a.m.)</i></b> | <b><i>Gold Awards<br/>Boardroom</i></b>  |
| Thursday, May 2, 2024<br>8 a.m. (breakfast served at 7 a.m.)                      | Spring Board Workshop<br>Northern Treatment Plant Visitor Center<br>Presentation Room  |

| <u>Date</u>   | <u>Event/Location</u>  |
|---|--|
| Thursday, May 23, 2024<br>7:30 a.m. (breakfast served at 7 a.m.)      | Defined Benefit Plan Retirement Board<br>Boardroom                           |
| Thursday, May 23, 2024<br>12:30 p.m. (lunch served at noon)           | Defined Contribution Plan Retirement Board<br>Boardroom                      |
| <b>Wednesday, June 5, 2024</b><br><b>TBD</b>                          | <b>Spring Metro 6.0 TownHall/Field Day</b><br><b>TBD</b>                     |
| Wednesday, June 26, 2024<br>TBD                                       | Bike to Work Day<br>TBD  |
| Tuesday, July 2, 2024<br>11:30 a.m. (lunch served at 11 a.m.)         | Joint Operations / Finance Committee<br>Boardroom                            |
| Monday, August 19, 2024<br>TBD  | New Director Orientation<br>Boardroom  |
| Thursday, August 22, 2024<br>7:30 a.m. (breakfast served at 7 a.m.)   | Defined Benefit Plan Retirement Board<br>Boardroom                           |
| Thursday, August 22, 2024<br>12:30 p.m. (lunch served at noon)        | Defined Contribution Plan Retirement Board<br>Boardroom                      |
| Thursday, September 5, 2024<br>7:30 a.m. (breakfast served at 7 a.m.) | Joint Operations / Finance Committee Meeting<br>Boardroom                    |
| Thursday, October 31, 2024<br>8 a.m. (breakfast served at 7 a.m.)     | Fall Board Workshop<br>TBD   |
| Thursday, November 7, 2024<br>9 a.m. or directly following Finance    | Audit Committee<br>Boardroom   |
| Wednesday, November 13, 2024<br>TBD                                   | Fall Metro 6.0 Town Hall<br>TBD  |
| Thursday, November 21, 2024<br>7:30 a.m. (breakfast served at 7 a.m.) | Defined Benefit Plan Retirement Board<br>Boardroom                           |
| Thursday, November 21, 2024<br>12:30 p.m. (lunch served at noon)      | Defined Contribution Plan Retirement Board<br>Boardroom                      |
| Tuesday, December 17, 2024<br>4:45 p.m.                               | Annual Employee Recognition Reception Prior to<br>Board of Directors Meeting |

# Annual Charge Webinars



- Webinar covering the Annual Charge calculation process for Connectors
- Held via Teams Meeting
- Contact Dawn Ambrosio at [dambrosio@metrowaterrecovery.com](mailto:dambrosio@metrowaterrecovery.com) to join either webinar

## WHEN

Wednesday  
February 7, 2024  
at 9 a.m.

Thursday  
March 7, 2024  
at 2 p.m.

RESOLUTION  
BOARD OF DIRECTORS  
METRO WASTEWATER RECLAMATION DISTRICT  
December 15, 1992

WHEREAS, the People of the State of Colorado have enacted an Amendment to the Constitution of the State of Colorado, Article X, Section 20, The Taxpayer's Bill of Rights; and

WHEREAS, Section (2) Term "Definitions" provides for an exclusion to the Amendment as follows: (b) "District" means the state or any local government, excluding enterprises (emphasis supplied) and (d) "Enterprise" means a government owned business authorized to issue its own revenue bonds and receiving under 10% of annual revenue in grants from all Colorado state and local governments combined; and

WHEREAS, it is the opinion of Sherman & Howard, Bond Counsel for the Metro Wastewater Reclamation District, hereinafter referred to as the "Metro District," and Inman, Flynn, Biesterfeld & Crabtree, P.C., General Counsel for the Metro District, that the Metro District is an enterprise under this definition and is therefore exempt from the provisions of the Amendment; and

WHEREAS, it is further the opinion of counsel that the service contracts entered into by the Metro District with its Members and Special Connectors and the bond resolutions entered into with bond holders under the State and Federal Constitution may not be impaired by the Amendment and therefore the Metro District should proceed as an exempt enterprise under the provision of the Constitutional Amendment; and

WHEREAS, the Budget/Finance Committee, after having reviewed the matter, recommends that the District Manager be and hereby is authorized and instructed to proceed as an exempt enterprise under the provision of the Constitutional Amendment Article X, Section 20, the Tax Payers Bill of Rights; and

WHEREAS, the Executive Committee, after having reviewed the matter, concurs in the recommendation of the Budget/Finance Committee;

NOW THEREFORE BE IT RESOLVED, that the District Manager of the Metro District be and hereby is authorized and instructed to operate the Metro District as an exempt entity, free from all provisions and limitations of Article X, Section 20 of the Colorado Constitution.

THIS IS A  
CERTIFIED AND  
TRUE COPY OF  
RESOLUTION  
ADOPTED