

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting
Agenda
September 11, 2023
4:00 PM at the Firestone Town Hall

- 1) **Roll Call**
- 2) **Consent Agenda**
 - a. Approval of August 14, 2023 Regular Meeting Minutes
- 3) **Public Comment – Please limit comments to 3 minutes**
- 4) **Action Items**
 - a. Payment of Bills
 - b. Review and Acceptance of Financials
- 5) **Discussion Items**
 - a. Security System Proposal
 - b. 2024 Budget Worksheet
 - c. WTP Controls Service and Support
- 6) **Reports**
 - a. Ramey Environmental – Plant Operations
 - b. Engineering Activity
 - c. Water Treatment Plant Construction Update
- 7) **Executive Session pursuant to Section 24-6-402(4)(d), C.R.S. to discuss and receive information regarding the Water Treatment Plant and computer security systems.**
- 8) **Next Meeting**
 - a. October 9, 2023 at the Firestone Town Hall starting at 4:00 PM
- 9) **Any Other of Business**
- 10) **Adjournment**

Agenda Item 2

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting Regular Meeting
Minutes
August 14, 2023
4:00 PM @ Firestone Town Hall

A regular meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday August 14, 2023, at 4:00 P.M. in the Firestone Town Hall located at 9950 Park Avenue, Firestone, Colorado. Any director or consultant who was unable to physically attend the meeting could attend virtually.

The following Directors were in attendance, to wit:

Julie Svaldi (2026)	President	Absent
Julie Pasillas (2024)	Vice-President	Present
Dave Lindsay (2024)	Secretary	Present
James Walker (2025)	Board Member	Present
Don Conyac (2025)	Treasurer	Present (arrived about 4:10 PM)

Also, in attendance was Amber Kauffman (Little Thompson Water District), Rusti Roberto (Town of Firestone), Brett Gracely (Leonard Rice Engineers) and Nicholas Griffin (State of Colorado, Department of Public Health and Environment).

Tim Flynn (Collins Cole Flynn Winn Ulmer), Wayne Ramey (Ramey Environmental) attended via Zoom.

A member of the public who is identified as Bobby Mathews also was present for the meeting.

Agenda Item 1:

A quorum having been established, the meeting was called to order by the Authority's Vice-President, Julie Pasillas at 4:02 P.M.

Agenda Item 2:

Director Pasillas referred the Board to the meeting minutes for the July 10, 2023 Board meeting.

Motion to approve the minutes was made by Director Lindsay, Second by Director Pasillas.

Motion passed unanimously by voice vote.

Agenda Item 3:

Bobby Matthews, a Firestone resident, gave public comment regarding the Financials.

Agenda Item 4:

Nicholas Griffin a Drinking Water Coach with the Water Quality Control Division from the State of Colorado Department of Public Health and Environment gave a presentation of

Water Quality Compliance responsibilities of the Authority and its board of directors. Mr. Griffin had a 54-slide presentation and had provided a PDF of the slides to Director Lindsay prior to the meeting.

Agenda Item 5a:

Director Lindsay directed the Board to the packet to a summary of current bills that were paid or are being processed for payment. Director Lindsay explained that Black Hills Energy finally resolved the ongoing billing issues. He explained that the meter was working properly but there was a disconnect between the meter reading staff and the billing staff. He explained that this amount was in fact the usage from February of 2023 when the meter was installed to the current month of August. He reported he was working with Jessica Clanton to decide if we would pay the bill in full now or if we would take advantage of Black Hills offer to make installment payments.

Motion to approve the payment of bills was made by Director Lindsay, Second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Dave Lindsay	X		
James Walker	X		
Don Conyac	X		
Julie Pasillas	X		

Motion was passed.

Agenda Item 5b:

Director Lindsay directed the board to the financial statements. He noted that he received the financial statements right after the packet was sent out.

Director Pasillas pointed out that the Water Sales was not populated on the Budget to Actual financial statement. Director Lindsay noted that 2 bills had been sent, and it looked as though the sales were lumped into the base charges. Director Lindsay and Director Conyac will speak with Jessica Clanton the Budget Officer to correct the YTD sales.

Motion to approve acceptance of financials, was made by Director Lindsay and Second by Director Conyac.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Don Conyac	X		
Julie Pasillas	X		
Dave Lindsay	X		
James Walker	X		

Motion passed unanimously.

Agenda Item 5c:

Director Lindsay directed the board to the packet to Resolution 2023-06 Approving Plummer Associates Inc On-Call Professional Engineering Services Agreement. Director Lindsay explained he had the draft agreement at the last meeting and the costs were high, assuming work would have started much earlier. He also noted that Plummer Associates will only bill when needed.

Director Lindsay then directed the board to Exhibit A in the packet to the scope of services. He explained they will assist on control systems and operations. Director Lindsay also noted that the Authority would need to acquire an asset management software package in the near future, and this would need to be placed in the 2024 Budget. He will be asking Plummer to help with that, and some other tracking spreadsheets related to chemical use.

Motion to approve Resolution 2023-06, was made by Director Conyac and Second by Director Lindsay.

Roll-Call Vote

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
James Walker	X		
Don Conyac	X		
Julie Pasillas	X		
Dave Lindsay	X		

Motion passed unanimously.

Agenda Item 6a:

Director Lindsay reminded the Board that Budget for 2024 is starting, and asked the Board members if there was anything specific that needed to be placed within. Director Lindsay will work with the Treasurer and Budget Director to have a DRAFT 2024 Budget Worksheet available for the September meeting.

Attorney Flynn noted to the Board that Budget Deadlines have changed and that we have until January.

Agenda Item 6b:

Director Lindsay reminded the Board that he reached out to a specialist regarding WTP Controls Service and Support for scope of work and budget. Director Lindsay to continue looking for info.

Agenda Item 7a:

Wayne Ramey with Ramey Environmental Compliance referred the Board to the monthly activity report included in the packet. He also noted this month's report's production table was for reporting Month was for July not June. There were no questions or comments from the Board.

Agenda Item 7b:

Director Lindsay noted that the plant is essentially done and operating. There is a small punch list of items that need to be taken care of by the general contractors' subcontractors. However, the subs are owed money and won't return to the site until the contractor pays them. Firestone is working with the contractor and the project surety to resolve the matter and get the project wrapped up.

Agenda Item 7c:

Director Lindsay explained that there was no update at this time, however Rusti was continuing to update the Website as needed.

Agenda Item 7d:

Director Lindsay reported to the Board that the team of CorKat and Verkada, were working on a security system proposal. Director Lindsay noted that the proposal was not ready for this meeting, and he let them know he needed the proposal for budget purposes as soon as possible. The proposal will be ready at the next meeting.

Director Lindsay explained that there would be a public presentation, and he recommended that there be an executive session held to discuss a more detailed plan for the security proposed for the plant.

Agenda Item 8:

Next Meeting will be September 11, 2023 at Firestone Town Hall, starting at 4:00 PM. No conflicts were reported by the Board.

Agenda Item 9:

No Other Business was discussed.

Agenda Item 10:

Motion to adjourn made by Director Lindsay, Second by Director Conyac.

Motion passed unanimously by voice vote.

Agenda Item 4(a)
Approval of Bills

CURRENT LIST OF BILLS

Frontier Fire (service call)	\$300.00
Collins Cole Flynn Winn Ulmer (legal)	\$1,218.50
United Power (Injection PS)	\$407.34
United Power (WTP)	\$3,635.43
Ramey (operations, cleaning supplies, lab)	\$11,054.11
State Division of Oil & Public Safety (fuel tank)	\$35.00
CorKat (June)	\$1,078.00
CorKat (July)	\$1,078.00
CorKat (August)	\$1,078.00
CorKat (September, storage, laptop)	\$2,520.00

Agenda Item 4(b)
Balance Sheet

St. Vrain Water Authority

Balance Sheet

As of August 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10.1010 - Checking	85,069.35
Total Bank Accounts	\$85,069.35
Accounts Receivable	
Accounts Receivable (A/R)	7,745.43
Total Accounts Receivable	\$7,745.43
Total Current Assets	\$92,814.78
TOTAL ASSETS	\$92,814.78
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Retained Earnings	56,325.89
Net Income	36,488.89
Total Equity	\$92,814.78
TOTAL LIABILITIES AND EQUITY	\$92,814.78

Budget to Actual

	2023 Proposed Budget	Year -To-Date Actual
<u>OPERATING REVENUES</u>		
Rate Revenue - Firestone	-	-
Rate Revenue - LTWD	-	-
Rate Revenue - Non-Member 1	-	-
Cash Contribution - Firestone	25,000.00	25,000.00
Cash Contribution - LTWD	5,000.00	5,000.00
Water Ops Base Charge - Firestone	348,544.17	162,050.29
Water Ops Base Charge - LTWD	69,708.83	30,981.72
Water Sales - Firestone	103,477.50	-
Water Sales - LTWD	-	-
<u>TOTAL OPERATING REVENUE</u>	\$ 551,730.50	\$ 223,032.01
<u>OPERATING EXPENDITURES</u>		
<u>Administration</u>		
Salaries and Benefits	123.00	317.00
Office Supplies	100.00	96.88
Dues and Fees	3,307.00	1,508.85
Contract Services	319,720.00	102,584.05
Rate Study	35,000.00	-
Total Administration	\$ 358,250.00	\$ 104,506.78
<u>Facilities</u>		
Insurance	2,700.00	35,440.00
Utilities	42,503.00	35,083.43
Grounds Maintenance	10,000.00	-
Building/Facility Maintenance	4,800.00	-
Total Facilities	\$ 60,003.00	\$ 70,523.43
<u>Operations and Maintenance</u>		
Chemicals	120,000.00	4,937.71
Utilities	8,946.00	6,575.20
Total Operations and Maintenance	\$ 128,946.00	\$ 11,512.91
<u>TOTAL OPERATING EXPENSES</u>	\$ 547,199.00	\$ 186,543.12
<u>OPERATING GAIN (LOSS)</u>	\$ 4,531.50	\$ 36,488.89
Fund Balance, Beginning of Year	\$ 11,235.43	\$ 56,326.00
Fund Balance, End of Year	\$ 15,766.93	\$ 92,814.89

Profit and Loss

St. Vrain Water Authority

Profit and Loss

January - August, 2023

	TOTAL
Income	
10.5000 - Cash Contributions	
10-5001 - Cash Contributions - Firestone	25,000.00
10.5002 - Cash Contributions - LTWD	5,000.00
Total 10.5000 - Cash Contributions	30,000.00
Sales	193,032.01
Total Income	\$223,032.01
GROSS PROFIT	\$223,032.01
Expenses	
10.6010 - Office Supplies	96.88
10.6110 - Legal Fees	11,191.00
10.6115 - Contract Operations	87,567.13
10.6140 - Bank Charges & Fees	-80.00
10.6220 - Liability Insurance	317.00
10.6300 - Dues and Fees	1,588.85
Facilities	
10.6500 Insurance	35,440.00
10.7100 Utilities - Facilities	35,083.43
Total Facilities	70,523.43
Office/General Administrative Expenses	366.27
Operations & Maintenance	
10.7110 Utilities - O & M	6,575.20
10.8100 Chemicals	4,937.71
Total Operations & Maintenance	11,512.91
Telephone System	3,459.65
Total Expenses	\$186,543.12
NET OPERATING INCOME	\$36,488.89
NET INCOME	\$36,488.89

Agenda Item 5(a)

CorKat Data Solutions
PO Box 7451
Loveland, CO 80537
9707763777
www.corkatdata.com



CorKat Data Solutions, LLC
infinite possibilities

Security Project
Quote # 004506
Version 1

St. Vrain Water Authority

Statement of Work

CorKat Preliminary Scope of Work

This document provides budgetary information as to the time and materials as of the date of the proposal.

Per conversations with Dave Lindsay, the work discussed around this project may be done in phases. It is also reasonable to expect that some changes in scope, quantity, etc., may happen over time as the phases take place. The changes would likely follow input from personnel at the treatment facility as to coverage, process, etc.

Generally, the project is to provide surveillance of the site and to employ new technology to quickly search for footage. There are aspects of the infrastructure and capabilities that are not to be disclosed publicly as to placement, capabilities, and processes that are proprietary to the SVWA. A live demonstration of these capabilities was previously provided and could be done again in executive session, if requested.

A very significant amount of new wiring, trenching, and other accommodations are needed to provide the infrastructure to support the devices. Estimates for that work are included. I would also advise that if it's possible that other surveillance assets might be placed in the future, the necessary wiring should be added at the same time.

Current scope of cabling needs is:

Establishing 9 Cat6 cable drops total with a combination of indoor & outdoor placement

Installation and pointing of cameras

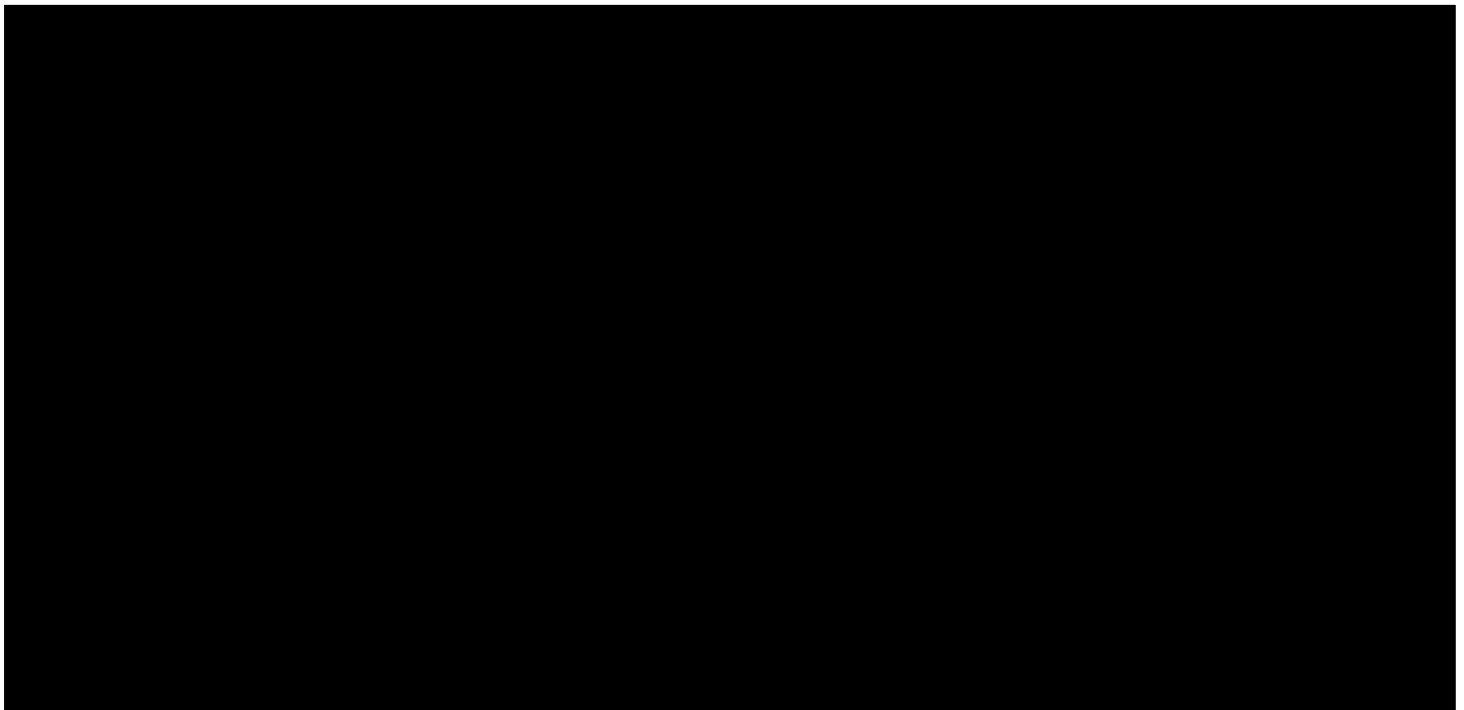
Cabling & installation of additional wireless access point in storage building

Trenching & conduit at 18" - Main building to Storage Building and Main building to Firestone building to West.

Providing and pulling wire to ■■■ doors with contact installed on/in door, controller installed and wired at ■■■ locations and patching controller into network.

Device locations for consideration

Cameras ■■■ & Camera licenses



We have done our best to assess current state of the facility & buildings therein and estimate the processes necessary to retrofit and accommodate needs that weren't identified prior to construction. We believe our estimates to be accurate and if any substantive changes occur in carrying out the work, we would identify those to you and submit change orders and describe if/why they are needed.

Security Project

Quote Information:

Quote #: 004506
Version: 1
Delivered: 08/31/2023
Expires: 09/25/2023


Prepared for:

St. Vrain Water Authority
Dave Lindsay
PO Box 70 6211 Zinnia Avenue
(County Rd. 26)
Longmont, CO 80504
David.Lindsay@stvrainwaterauthority.com
(970) 290-1092


Prepared by:

CorKat Data Solutions
Scott Gattis
(970) 556-3042
sgattis@corkatdata.com



Equipment / Software	Price	Qty	Ext. Price
			

Equipment / Software		Price	Qty	Ext. Price
Equipment / Software Subtotal				\$63,657.00

Professional Services		Price	Qty	Ext. Price
	Professional services support - Actual labor hours to be billed.	\$150.00	16	\$2,400.00
Professional Services Subtotal				\$2,400.00

Quote Summary		Amount
Equipment / Software		\$63,657.00
Professional Services		\$2,400.00
Total		\$66,057.00

See attached documents.

By signing this Quote Agreement, you acknowledge that you have the authority to enter into the terms of this agreement, reviewed the CorKat Data Solutions, LLC Terms & Conditions, the Service Level Agreement, and agree to be legally bound to these terms. The documents are available at <http://www.corkatdata.com/terms>

Signature

Date

Agenda Item 5(b)

MEMORANDUM

August 22, 2023

TO: Local Government Clients

FROM: Collins Cole Flynn Winn & Ulmer



RE: 2024 Budget and Amendment of 2023 Budget

Now that it is time to begin planning for your 2024 budget, attached is a Budget Calendar to assist you in remembering important filing dates.

Local governments should conditionally plan on alternate budget calendars and governing body meeting schedules for 2023 to facilitate the calendar changes that will take place if Proposition HH is approved this November. We recommend planning to have a quorum of the board available to adopt an amended budget by December 31, 2023 and certify the mill levy by January 5, 2024 in the event Proposition HH passes. We have previously provided a summary of SB23-303 and Proposition HH. Please let us know if you would like another copy of the summary.

Also remember that it is unlawful for a local government to expend more monies during the fiscal year than it has appropriated within any particular fund. If it appears that you will expend more from a particular fund than has been appropriated for that fund in the current year, a budget amendment must be completed, preferably before you spend or contract to spend the money, and certainly before December 31.

To amend the budget, by either increasing overall expenditures or by transferring monies from one fund to another, a Resolution amending the budget must be adopted after a public hearing, and a certified copy filed with the Division of Local Government. A Notice must be published one time prior to the public hearing. If your total budget is \$50,000 or less, the Notice only needs to be posted in three public places within your boundaries in lieu of publication. Our clients often find it convenient to hold the public hearings on the next year's budget and the current year's budget amendment at the same meeting in November or December.

Please note that when filing the budget or amendment with the Division of Local Government, a copy of the Resolution to Adopt Budget, Appropriate Funds and Certify Mill Levy must accompany the budget. Special districts, please remember

when certifying debt service mill levies, a separate levy for each general obligation debt must be shown (pursuant to §32-1-1603, C.R.S.).

If you are no longer subject to TABOR's total revenue or property tax revenue limitations ("de-Bruced") you need not calculate your TABOR revenue growth factor. Local governments that remain subject to TABOR revenue limits, must utilize the Consumer Price Index for calculating their revenue growth factor. The CPI for all urban consumers in Denver-Aurora- Lakewood for December 2021 to December 2022 was 6.41%. The CPI increase from July 2022 to July 2023 (again, Denver-Aurora-Lakewood) was 4.72%. Currently, the CPI for all of 2023 is forecast to be 4.7% by the Office of State Planning and Budgeting and 4.6% by the Legislative Council. You should consider this information in determining the estimated inflation factor for calculating the TABOR revenue growth factor. This calculation will only be an estimate until the final CPI for 2023 is available.

Please contact us if you have any questions or if we can be of further assistance.

Attachment

2023 BUDGET CALENDAR

August 25 Deadline for Assessors to certify to all taxing entities and the Division of Local Government the total new assessed valuation and the other amounts needed to compute the statutory and constitutional property tax revenue limits. (§§39-5-121(2) and 39-5-128(1), C.R.S.)

October 15 Deadline for Budget Officer to submit proposed budget to the governing board of the local government. (§29-1-105, C.R.S.) All revenues and expenditures in the proposed budget must be contrasted with the corresponding figures for the last completed fiscal year and the current fiscal year. The budget must show estimated beginning and ending fund balances, and three columns of figures: the audited figures for the previous year, the year-end estimated figures for the current year and figures for the year for which the budget will be adopted. The budget must also include a written message that describes the important aspects of the budget, the budgetary basis of accounting, and a description of the services to be provided. (§29-1-103(1), C.R.S.) Note: October 15, 2023 is a Sunday.

NOVEMBER 7 **Voters consider Proposition HH, a statewide ballot measure that seeks to impose a new limit on the amount of local property tax a local government can collect. If Proposition HH fails to pass, all remaining deadlines continue to apply and no additional budget considerations need be made. However, if Proposition HH is PASSED, considerations for 2024 budgets are likely to be significantly affected, due primarily to the creation of additional property tax classes and a reduction in property tax assessment rates. Affected deadlines have “(if HH passes)” affixed to the date.**

Publish Notice If the proposed budget is more than \$50,000, publish notice of budget hearing once hearing has been scheduled. If the proposed budget is less than \$50,000, post notice of the budget hearing in three public places within the local government boundaries in lieu of publication. (§29-1-106, C.R.S.)

December 10 Last day Assessors can make changes to assessed or actual valuations.

Assessors must provide notice of any such changes to the local government and Division of Local Government. (§39-1-111[5], C.R.S.)

December 15 Deadline to certify mill levy to the Board of County Commissioners (§39-5- 128(1), C.R.S.). Local governments levying a property tax must adopt their budgets and make appropriations before certifying the mill levy to the Board of County Commissioners (§29-1-108(2), C.R.S.). If the budget is not adopted by the certification deadline, the governing body may appropriate only 90% of the amounts appropriated for operating and maintenance purposes in its last appropriation resolution. (§29-1-108(3), C.R.S.) Please note that if Proposition HH passes, this deadline is extended until **January 5**.

December 22 Deadline for Board of County Commissioners to levy taxes and to certify the levies to the Assessor. (§39-1-111(1), C.R.S.)

December 29
(if HH passes) Last day Assessors can make changes to assessed or actual valuations. Assessors must provide notice of any such changes to the local government and Division of Local Government. (§39-1-111[5], C.R.S.)

December 31 Local governments not levying a property tax must adopt budgets by this date and enact an appropriation resolution for the ensuing fiscal year. If an appropriation resolution is not enacted by this date, the governing body may appropriate only 90% of the amounts appropriated for operating and maintenance purposes in its last appropriation resolution. (§29-1-108(4), C.R.S.)

January 5
(if HH passes) Deadline to certify mill levy to the Board of County Commissioners (§39-5- 128(1), C.R.S.). Local governments levying a property tax must adopt their budgets and make appropriations before certifying the mill levy to the Board of County Commissioners (§29-1-108(2), C.R.S.). If the budget is not adopted by the certification deadline, the governing body may appropriate only 90% of the amounts

appropriated for operating and maintenance purposes in its last appropriation resolution. (§29-1-108(3), C.R.S.)

January 12

(if HH passes) Deadline for Board of County Commissioners to levy taxes and to certify the levies to the Assessor. (§39-1-111(1), C.R.S.)

January 30

A certified copy of the adopted budget must be filed with the Division of Local Government no later than 30 days following the beginning of the fiscal year. (§29-1-113, C.R.S.). A copy of the Resolution to Adopt Budget, Appropriate Funds and Certify Mill Levy must accompany the budget. If the budget is not filed, tax revenues will be withheld by County Treasurer at the Division's authorization.

**St. Vrain Water Authority
Comparative Budget Statement
DRAFT 2024 Budget**

	2022 Actual	2023 Adopted Budget	2023 Year-End Forecasts	2024 Proposed Budget	Notes
OPERATING REVENUES					
1 Cash Contribution - Firestone	-	25,000.00	-	-	5/6 Projected Budget Shortfall
2 Cash Contribution - LTWD	-	5,000.00	-	-	1/6 Projected Budget Shortfall
3 Water Ops Base Charge - Firestone	-	348,544.17	-	440,170.83	=5/6 Admin & Facilities Costs
4 Water Ops Base Charge - LTWD	-	69,708.83	-	88,034.17	=1/6 Admin & Facilities Costs
5 Water Sales - Firestone	-	103,477.50	-	88,725.00	16,900,000 gal in 2024 @\$5.25/1,000 gal
6 Water Sales - LTWD	-	-	-	-	
TOTAL OPERATING REVENUE	\$ -	\$ 551,730.50	\$ -	\$ 616,930.00	
OPERATING EXPENDITURES					
Administration					
7 Salaries and Benefits	-	123.00	-	-	Public Officials Liability Insurance
8 Office Supplies	-	100.00	-	-	2022 Budget included dues and fees
9 Dues and Fees	-	2,307.00	-	-	2022 Budget was just bank fees. 2023=SDA+QB+Zoom+Office 365+bank+PO Box
10 other	-	-	-	-	
11 Quick Books Annual Fee	-	-	-	-	
12 Zoom Subscription	-	-	-	-	Won't renew in 2024, will start using Teams
13 Office 365 Fee	-	-	-	-	
14 Bank Fee	-	-	-	-	
15 PO Box Fee	-	-	-	-	
16 Special District Association Dues	-	1,000.00	-	675.00	SDA
17 Contract Services	-	-	-	-	
18 Webpage Hosting	-	-	-	300.00	Streamline
19 Contract - Legal	-	25,000.00	-	25,000.00	Collins Cole Flynn Winn Ulmer
20 Contract - Accounting	-	7,500.00	-	7,500.00	Firestone Finance Dept.
22 Contract Operations	-	139,900.00	-	139,900.00	Ramey Environmental Compliance
23 Contract Engineering	-	100,000.00	-	100,000.00	Plummer Associates
24 Contract IT Services	-	22,320.00	-	22,365.00	CorKat
25 Contract Admin Management Services	-	25,000.00	-	-	Firestone
26 Telephone System	-	-	-	-	Phone System Installation - Sanctified Communications
27 Rate Study	-	35,000.00	-	35,000.00	TBD
28 Permit and Licensing	-	-	-	-	
29 Other	-	-	-	-	
Total Administration	\$ -	\$ 358,250.00	\$ -	\$ 330,740.00	
Facilities					
30 Insurance	-	2,700.00	-	35,885.00	Property/ Liability and Workers Comp
31 Utilities (electric, natural gas, sewer)	-	-	-	-	
32 Water	-	3,231.00	-	4,140.00	Town of Firestone (monthly base charge)
33 Sewer	-	3,072.00	-	4,800.00	St Vrain Sanitation District
34 Natural Gas	-	6,000.00	-	30,600.00	Black Hills Energy
35 Electric Power (base charge)	-	6,000.00	-	26,310.00	United Power (50%)
36 Fiber Optic Internet/Phone Service	-	10,500.00	-	11,000.00	Comcast
37 Analog Phone Service	-	2,500.00	-	2,500.00	Century Link
38 Phone System Service Charge	-	1,200.00	-	1,440.00	Sanctified Communications/PBX
39 Security/Survelance System	-	10,000.00	-	70,000.00	Verkada/CorKat
40 Fire Alarm Monitoring/Extingusher Service	-	-	-	790.00	Frontier Fire
41 Grounds Maintenance	-	10,000.00	-	10,000.00	Town of Firestone
42 Building/Facility Maintenance	-	-	-	-	Cleaning Service TBD
43 Cleaning Service	-	4,800.00	-	-	
44 Trash Service	-	-	-	-	
Total Facilities	\$ -	\$ 60,003.00	\$ -	\$ 197,465.00	
Operations and Maintenance					
45 Chemicals	-	120,000.00	-	54,000.00	Assumes 2023 x 2
46 Utilities	-	-	-	-	
47 Electric Power (demand charge)	-	6,000.00	-	26,310.00	United Power (50%)
48 Water	-	2,946.00	-	750.00	Town of Firestone (10K gal/mo demand charge @ \$6.25/1,000 gal)
49 Equipment Maintenance	-	-	-	-	
50 Electric Pallet Jack	-	-	-	6,200.00	
51 Misc. Tools/Lab Supplies	-	-	-	1,000.00	
52 Equipment Purchases	-	-	-	-	
Total Operations and Maintenance	\$ -	\$ 128,946.00	\$ -	\$ 88,260.00	
TOTAL OPERATING EXPENSES	\$ -	\$ 547,199.00	\$ -	\$ 616,465.00	
OPERATING GAIN (LOSS)	-	\$ 4,531.50	-	\$ 465.00	
NON-OPERATING REVENUES					
Subscription Fee - LTWD	-	-	-	-	
Total Non Operating Revenue	\$ -	\$ -	\$ -	\$ -	
NON-OPERATING EXPENSES					
Repayment of Capital Contributions	-	-	-	-	
Total Non-Operating Expenses	\$ -	\$ -	\$ -	\$ -	
NON-OPERATING NET GAIN (LOSS)	\$ -	\$ -	\$ -	\$ -	
Fund Balance, Beginning of Year	\$ -	\$ 11,235.43	\$ 15,766.93	\$ 15,766.93	
Fund Balance, End of Year	\$ -	\$ 15,766.93	\$ 15,766.93	\$ 16,231.93	

Agenda Item 6(a)



St. Vrain Water Authority Monthly Activity Report August 2023

Daily Operations include recording daily flow totals and chemical levels, record daily process control data. Completion of plant start-up and visual inspection of plant equipment. Collect and analyze daily lab samples. Completion of end of day shutdown and lock up.

8/1/23: Completed daily operations. Attended weekly construction progress meeting.

8/2/23: Completed daily operations.

8/3/23: Completed daily operations. Printed monthly bench sheets.

8/4/23: Completed daily operations.

8/7/23: Completed daily operations. Cleaned filtrate turbidimeter. Completed general cleaning of Process Room.

8/8/23: Completed daily operations. Swept and mopped office and lab. Attended weekly construction progress meeting. Attempted Acid CIP on UF #2. Completed delegation of operator duties, BPCCC plan, and tank inspection plan.

8/9/23: Completed daily operations. Calibrated UF CIP pH analyzer. Completed general cleaning of the Stairwell.

8/10/23: Completed daily operations. Completed acid CIP on UF#2.

8/11/23: Completed daily operations. Collected quarterly synthetic organic carbon and volatile organic carbon samples.

8/14/23: Completed daily operations. Cleaned filtrate turbidimeter. IWS and Frontier Fire onsite to resolve nuisance alarms from the Fire System.

8/15/23: Completed daily operations. Attended weekly construction meeting.

8/16/23: Completed daily operations. Completed general cleaning of the Acid Room and Offices. Met LTWD board and lead them on tour of plant.

8/17/23: Completed daily operations.

8/18/23: Completed daily operations. Completed Chlorine CIP on UF#2.

8/21/23: Completed daily operations. Flushed and cleaned UF#2 turbidimeter and filtrate turbidimeter.

8/22/23: Completed daily operations. Attended weekly construction progress meeting. Completed acid maintenance wash on UF#2.

8/23/23: Completed daily operations.

8/24/23: Completed daily operations.

8/25/23: Completed daily operations.

8/28/23: Completed daily operations. Picked up sample bottles from Colorado Analytical. Picked up and tested spare keys from REC, Inc. Picked up mouse traps from Ace Hardware. Returned spare keys to REC, Inc. and picked up CL17 analyzer reagents. Set out mouse traps and mouse repellent.

8/29/23: Completed daily operations. Attended weekly construction progress meeting. Met Firestone operator to collect chlorite samples. Delivered chlorite samples to Colorado Analytical.

8/30/23: Completed daily operations.

8/31/23: Completed daily operations.

St. Vrain WTP Monthly Summary

Monthly Water Totals	August 2023
Raw (MG)	1.7365
Filtrate (MG)	1.6285
Finished (MG)	1.4351
Concentrate (MG)	0.1689
Finished Water Quality	
Average Entry Point Free Chlorine Residual (mg/L)	1.86
Average Entry Point pH (SU)	7.66
Average Entry Point Conductivity (µS/m)	328
Average Entry Point Fluoride (mg/L)	0.62
Average Entry Point Alkalinity (mg/L)	167