

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting
Agenda
October 9, 2023
4:00 PM at the Firestone Town Hall

- 1) **Roll Call**
- 2) **Consent Agenda**
 - a. Approval of September 11, 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. Review Draft 2024 Budget and Set Budget Hearing for November
 - b. Security System Update
- 6) **Reports**
 - a. Ramey Environmental – Plant Operations
 - b. Facility Maintenance Services Update
 - c. Engineering Activity
 - d. Water Treatment Plant Construction Update
- 7) **Next Meeting**
 - a. November 13, 2023 at the Firestone Town Hall starting at 4:00 PM
- 8) **Any Other of Business**
- 9) **Adjournment**

Agenda Item 2

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

A regular meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday September 11, 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	Present
Julie Pasillas (2024)	Vice-President	Present
Dave Lindsay (2024)	Secretary	Present
James Walker (2025)	Board Member	Present via Zoom
Don Conyac (2025)	Treasurer	Present

Also, in attendance was Rusti Roberto (Town of Firestone), Brett Gracely (Leonard Rice Engineers) and Wayne Ramey (Ramey Environmental).

Tim Flynn (Collins Cole Flynn Winn Ulmer), and Amber Kauffman (Little Thompson Water District), attended via Zoom.

Agenda Item 1:

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

Agenda Item 2:

Director Svaldi referred the Board to the meeting minutes for the August 14, 2023 Board meeting.

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

Motion passed unanimously by voice vote.

Agenda Item 3:

There was no public present, and no public comments were made.

Agenda Item 4a:

Director Lindsay directed the board to the packet to the summary of current bills that were paid or are being processed for payment. He explained that CorKat had sent 4 invoices at once. He explained CorKat had gotten a laptop set up at the facility for Ramey's staff to use and for future staff to use.

Director Svaldi mentioned that it might be a good idea for each user to have their own separate accounts. Director Lindsay explained that as the network gets set up, most users would only have access to certain things. There will only be a few users that will have full access to the network.

Director Lindsay also mentioned to the board that he spoke with Jessica Clanton, about paying the large “make up” gas bill that was received from Black Hills Energy and she confirmed that the Authority had enough money to pay it at once. Director Conyac asked for direction from the board on the process for paying bills.

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

Roll-Call Vote

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

Motion was passed.

Agenda Item 4b:

Director Lindsay directed the board to the financial statements.

Director Pasillas mentioned that the Budget to Actual statement is still combining water sales and water operations. She also mentioned that it was showing water sales and rate revenue. She asked what rate revenue was. Director Lindsay explained that he would speak with Jessica Clanton about getting this fixed on the statement, and would get back to the board on what the rate revenue was.

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

Roll-Call Vote

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

Motion was passed.

Agenda Item 5a:

Director Lindsay directed the board to the packet to the Security System Proposal. He explained that he heavily redacted the proposal to take out any information he thought could be traced back to the actual system.

Director Lindsay explained that this proposal has many working parts, and can be reasonably phase-able rather than all done at once. He explained that in the future the proposal would include integrating the gate key system and the door key system. He also explained this proposal discussed costs, and reminded the board that \$10K was budgeted for 2023. He also explained he will work with Jessica Clanton to make sure that there are monies available in the event the Board decides to move forward with an initial phase in 2023.

Details of the proposed security system and the options to phase in the improvements would be discussed in more detail with the Board during the executive session later in the meeting.

Agenda Item 5b:

Director Lindsay directed the board to the packet to the 2024 Budget Worksheet. He explained that Attorney Flynn had also provided a Memo regarding 2024 Budget Schedule and Amendment of 2023 Budget.

Director Lindsay explained that while looking at the budget worksheet that not every line item shows up in the actual budget. He noted for example that on the worksheet the dues and fees line item is separated out, but once in the actual budget it will be rolled up into a single line item. He also noted that he was continuing to update this worksheet and that 2022 actual amounts had been provided by the Budget Director and would be included on the updated worksheet at the next meeting.

Director Pasillas noted the proposed increase in water rate to \$5.25/1,000 gallons. Director Lindsay explained that last years budget was based off of an estimation of the costs to produce water that resulted in the adopted \$4.50/1,000 gallons, where as the proposed 2024 rate is based on actual 2023 costs projected forward. He also noted that the 2024 Budget does not include any planned cash contributions, again, because there is more confidence in the projected expenses for 2024. Director Lindsay also mentioned that Firestone has additional multi-family units being developed, which will increase the demand and will ramp up plant operations about mid-year 2024.

Director Lindsay also discussed the electric pallet jack that is needed for plant operations, and is included in the 2024 Budget. This equipment will allow for the operators more safely move chemical deliveries down the various ramps in the plant to the chemical containment areas.

Agenda Item 5c:

Director Lindsay explained that the company he was working with to get a service and support agreement with was bought out by another company. He explained that there were to many details to be worked out to continue working with them. Director Lindsay's recommendation is to find a new company. He has another company in mind but is open to others if anyone had any preferences. Wayne Ramey offered to send a contact from a

company he has worked with in the past and Director Lindsay will work on getting proposals to present to the board.

Agenda Item 6a:

Wayne Ramey with Ramey Environmental Compliance referred the Board to the monthly activity report included in the packet. He noted that daily activities were continuing and the crew that is currently working there is keeping the plant clean. There were no questions or comments from the Board.

Agenda Item 6b:

Director Lindsay explained that he has sent the executed contract to Plummer Associates. He noted that he has assigned a few tasks to them, but no new updates. He asked them to help develop a spreadsheet to help the operators track chemical usage that will also help us predict when we need to be ordering more chemicals. He has also asked them to help research some appropriate asset management software to assist with spare parts warehousing and preventative maintenance.

Agenda Item 6c:

Director Lindsay noted that there wasn't much to update. He mentioned that issues are still being resolved with the general contractor. All the information had been sent to the contractor's bond company and Director Lindsay is to reach out to them and find out where they are in the process.

Agenda Item 7:

An executive session pursuant to Section 24-6-402(4)(d), C.R.S. to discuss and receive information regarding security arrangement for the water treatment plant and computer security systems.

Motion to go into executive session was made by Director Lindsay, Second by Director Svaldi. Motion passed unanimously by voice vote. Executive session began at 5:11 P.M.

Executive Session Attendees; Director Svaldi, Director Pasillas, Director Lindsay, Director Conyac, Rusti Roberto (Administrative Authority Clerk), Wayne Ramey (Ramey Environmental).

Executive Session Attendees via Zoom; Director Walker, Tim Flynn (Collins Cole Flynn Winn Ulmer), and Amber Kauffman (Little Thompson Water District), Scott Gattis (CorKat), Stanley Brooks (CorKat), and Makoa Camanse-Stevens (Verkada).

At approximately 6:07 P.M. the Board returned to open public meeting. Director Walker left the meeting 5 minutes before the executive session ended.

Motion was made by Director Pasillas, second by Director Conyac to authorize Director Lindsay to continue work with CorKat on the refining the scope of security services for the Water Treatment Plant and computer systems, and develop a phasing plan for the security system at the Water Treatment Plant.

Motion passed unanimously by voice vote.

Agenda Item 8:

Next Meeting will be October 9, 2023 at Firestone Town Hall, starting at 4:00 P.M. No scheduling conflicts were reported by the Board.

Agenda Item 9:

No other business was discussed.

Agenda Item 10:

Motion to adjourn made by Director Svaldi, Second by Director Conyac at 6:12 P.M.

Motion passed unanimously by voice vote.

Agenda Item 4(a)
Approval of Bills

CURRENT LIST OF BILLS

Lindsay Reimbursement (lab equipment)	\$319.99
Comcast (phone/internet)	\$912.99
Town of Firestone (water bills, June-August)	\$2,274.38
Black Hills Energy (gas bill)	\$484.51
Collins Cole Flynn Winn Ulmer (legal)	\$2,328.50
Ramey (outside lab services)	\$1,633.22
DPC Industries (chlorine cylinder rental)	\$40.00
Ramey (monthly operations charge)	\$10,688.60
United Power (Injection Pump Station)	\$502.20
United Power (WTP)	\$4,389.49
Corkat (monthly service charge)	\$1,438.50

Agenda Item 4(b)
Balance Sheet

St. Vrain Water Authority

Balance Sheet

As of October 2, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10.1010 - Checking	126,141.65
Total Bank Accounts	\$126,141.65
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	\$0.00
Total Current Assets	\$126,141.65
TOTAL ASSETS	\$126,141.65
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	518.00
Total Accounts Payable	\$518.00
Total Current Liabilities	\$518.00
Total Liabilities	\$518.00
Equity	
Retained Earnings	56,325.89
Net Income	69,297.76
Total Equity	\$125,623.65
TOTAL LIABILITIES AND EQUITY	\$126,141.65

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	193,635.65
Water Ops Base Charge - LTWD	69,708.83	38,727.15
Water Sales - Firestone	103,477.50	12,474.27
Water Sales - LTWD	-	-
<u>TOTAL OPERATING REVENUE</u>	\$ 551,730.50	\$ 274,837.07
<u>OPERATING EXPENDITURES</u>		
<u>Administration</u>		
Salaries and Benefits	123.00	317.00
Office Supplies	100.00	416.87
Dues and Fees	3,307.00	1,591.85
Contract Services	319,720.00	112,299.77
Rate Study	35,000.00	-
Total Administration	\$ 358,250.00	\$ 114,625.49
<u>Facilities</u>		
Insurance	2,700.00	35,440.00
Utilities	42,503.00	41,475.06
Grounds Maintenance	10,000.00	-
Building/Facility Maintenance	4,800.00	-
Total Facilities	\$ 60,003.00	\$ 76,915.06
<u>Operations and Maintenance</u>		
Chemicals	120,000.00	4,977.71
Utilities	8,946.00	9,021.05
Total Operations and Maintenance	\$ 128,946.00	\$ 13,998.76
<u>TOTAL OPERATING EXPENSES</u>	\$ 547,199.00	\$ 205,539.31
<u>OPERATING GAIN (LOSS)</u>	\$ 4,531.50	\$ 69,297.76
Fund Balance, Beginning of Year	\$ 11,235.43	\$ 56,326.00
Fund Balance, End of Year	\$ 15,766.93	\$ 125,623.76

Profit and Loss

St. Vrain Water Authority

Profit and Loss

January 1 - October 2, 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	244,837.07
Total Income	\$274,837.07
GROSS PROFIT	\$274,837.07
Expenses	
10.6010 - Office Supplies	416.87
10.6110 - Legal Fees	13,519.50
10.6115 - Contract Operations	94,954.35
10.6140 - Bank Charges & Fees	-80.00
10.6220 - Liability Insurance	317.00
10.6300 - Dues and Fees	1,671.85
Facilities	
10.6500 Insurance	35,440.00
10.7100 Utilities - Facilities	41,475.06
Total Facilities	76,915.06
Office/General Administrative Expenses	366.27
Operations & Maintenance	
10.7110 Utilities - O & M	9,021.05
10.8100 Chemicals	4,977.71
Total Operations & Maintenance	13,998.76
Telephone System	3,459.65
Total Expenses	\$205,539.31
NET OPERATING INCOME	\$69,297.76
NET INCOME	\$69,297.76

Agenda Item 5(a)

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

	2022 Actual	2023 Adopted Budget	2023 Year-End Forecasts	2024 Proposed Budget
<u>OPERATING REVENUES</u>				
Cash Contribution - Firestone	50,080.00	25,000.00	25,000.00	-
Cash Contribution - LTWD	10,016.00	5,000.00	5,000.00	-
Water Ops Base Charge - Firestone	-	348,544.17	348,544.17	424,971.67
Water Ops Base Charge - LTWD	-	69,708.83	69,708.87	84,994.33
Water Sales - Firestone	-	103,477.50	40,950.00	95,062.50
Water Sales - LTWD	-	-	-	-
<u>TOTAL OPERATING REVENUE</u>	\$ 60,096.00	\$ 551,730.50	\$ 489,203.04	\$ 605,028.50
<u>OPERATING EXPENDITURES</u>				
<u>Administration</u>				
Salaries and Benefits	-	123.00	425.00	-
Office Supplies	829.00	100.00	555.00	-
Dues and Fees	1,446.00	3,307.00	2,120.00	2,011.00
Contract Services	-	319,720.00	183,400.00	355,065.00
Telephone System	-	-	3,460.00	-
Rate Study	-	35,000.00	-	35,000.00
Permit and Licensing	-	-	-	-
Other	-	-	-	-
Total Administration	\$ 2,275.00	\$ 358,250.00	\$ 189,960.00	\$ 392,076.00
<u>Facilities</u>				
Insurance	-	2,700.00	35,757.00	35,885.00
Utilities (electric, natural gas, sewer)	5,930.00	42,503.00	72,764.97	151,280.00
Grounds Maintenance	-	10,000.00	10,000.00	10,000.00
Building/Facility Maintenance	-	4,800.00	3,821.00	10,719.00
Total Facilities	\$ 5,930.00	\$ 60,003.00	\$ 122,342.97	\$ 207,884.00
<u>Operations and Maintenance</u>				
Chemicals	-	120,000.00	5,000.00	54,000.00
Utilities	-	8,946.00	14,510.00	26,454.00
Equipment Maintenance	-	-	-	-
Electric Pallet Jack	-	-	-	6,200.00
Misc. Tools/Lab Supplies	-	-	6,000.00	2,000.00
Equipment Purchases	-	-	-	-
Total Operations and Maintenance	\$ -	\$ 128,946.00	\$ 25,510.00	\$ 88,654.00
<u>TOTAL OPERATING EXPENSES</u>	\$ 8,205.00	\$ 547,199.00	\$ 337,812.97	\$ 688,614.00
<u>OPERATING GAIN (LOSS)</u>	51,891.00	\$ 4,531.50	151,390.07	\$ (83,585.50)
<u>NON-OPERATING REVENUES</u>				
Subscription Fee - LTWD	-	-	-	-
Total Non Operating Revenue	\$ -	\$ -	\$ -	\$ -
<u>NON-OPERATING EXPENSES</u>				
Repayment of Capital Contributions	-	-	-	-
Total Non-Operating Expenses	\$ -	\$ -	\$ -	\$ -
<u>NON-OPERATING NET GAIN (LOSS)</u>	\$ -	\$ -	\$ -	\$ -
Fund Balance, Beginning of Year	\$ -	\$ 11,235.43	\$ 15,766.93	\$ 167,157.00
Fund Balance, End of Year	\$ 51,891.00	\$ 15,766.93	\$ 167,157.00	\$ 83,571.50

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

	2022 Actual	2023 Adopted Budget	2023 Year-End Forecasts	2024 Proposed Budget	Notes
OPERATING REVENUES					
1 Cash Contribution - Firestone	50,080.00	25,000.00	25,000.00	-	5/6 Projected Budget Shortfall
2 Cash Contribution - LTWD	10,016.00	5,000.00	5,000.00	-	1/6 Projected Budget Shortfall
3 Water Ops Base Charge - Firestone	-	348,544.17	348,544.17	424,971.67	=5/6 of 85% Admin & Facilities Costs
4 Water Ops Base Charge - LTWD	-	69,708.83	69,708.87	84,994.33	=1/6 of 85% Admin & Facilities Costs
5 Water Sales - Firestone	-	103,477.50	40,950.00	95,062.50	21,125,000 gal in 2024 @\$4.50/1,000 gal
6 Water Sales - LTWD	-	-	-	-	
TOTAL OPERATING REVENUE	\$ 60,096.00	\$ 551,730.50	\$ 489,203.04	\$ 605,028.50	
OPERATING EXPENDITURES					
Administration					
7 Salaries and Benefits	-	123.00	425.00	-	Public Officials Liability Insurance. Included in Facilities Insurance for 2024.
8 Office Supplies	829.00	100.00	555.00	-	2022 Budget included dues and fees
9 Dues and Fees	1,446.00	2,307.00	2,120.00	-	2022 Budget was just bank fees. 2023=SDA+QB+Zoom+Office 365+bank+PO Box
10 other	-	-	-	-	
11 Quick Books Annual Fee	-	-	-	590.00	
12 Zoom Subscription	-	-	-	-	Won't renew in 2024, will start using Teams
13 Office 365 Fee	-	-	-	576.00	
14 Bank Fee	-	-	-	-	There is currently no bank fee
15 PO Box Fee	-	-	-	170.00	
16 Special District Association Dues	-	1,000.00	-	675.00	SDA
17 Contract Services	-	-	-	-	
18 Webpage Hosting	-	-	300.00	300.00	Streamline
19 Contract - Legal	25,313.00	25,000.00	20,350.00	25,000.00	Collins Cole Flynn Winn Ulmer
20 Contract - Accounting	7,500.00	7,500.00	7,500.00	7,500.00	Firestone Finance Dept.
22 Contract Operations	18,325.00	139,900.00	120,250.00	139,900.00	Ramey Environmental Compliance
23 Contract Engineering	-	100,000.00	5,000.00	100,000.00	Plummer Associates
24 Contract IT Services	-	22,320.00	20,000.00	22,365.00	CorKat
25 Contract Admin Management Services	-	25,000.00	5,000.00	10,000.00	Firestone
26 Contract SCADA Services	-	-	5,000.00	50,000.00	TBD
27 Telephone System	-	-	3,460.00	-	Phone System Installation - Sanctified Communications
28 Rate Study	-	35,000.00	-	35,000.00	TBD
29 Permit and Licensing	-	-	-	-	
30 Other	-	-	-	-	
Total Administration	\$ 53,413.00	\$ 358,250.00	\$ 189,960.00	\$ 392,076.00	
Facilities					
31 Insurance	-	2,700.00	35,757.00	35,885.00	Property/ Liability and Workers Comp
32 Utilities (electric, natural gas, sewer)	5,930.00	-	-	-	
33 Water	-	3,231.00	2,223.97	4,140.00	Town of Firestone (monthly base charge)
34 Sewer	-	3,072.00	3,840.00	4,500.00	St Vrain Sanitation District
35 Natural Gas	-	6,000.00	30,600.00	30,600.00	Black Hills Energy
36 Electric Power (base charge)	-	6,000.00	13,155.00	26,310.00	United Power (50%)
37 Fiber Optic Internet/Phone Service	-	10,500.00	10,956.00	11,000.00	Comcast
38 Analog Phone Service	-	2,500.00	-	2,500.00	Century Link
39 Phone System Service Charge	-	1,200.00	1,200.00	1,440.00	Sanctified Communications/PBX
40 Security/Surveillance System	-	10,000.00	10,000.00	70,000.00	Verkada/CorKat
41 Fire Alarm Monitoring/Extinguisher Service	-	-	790.00	790.00	Frontier Fire
42 Grounds Maintenance	-	10,000.00	10,000.00	10,000.00	Town of Firestone
43 Building/Facility Maintenance	-	-	-	-	
44 Cleaning Service	-	4,800.00	1,806.00	7,224.00	24K Cleaning Services
45 Pest Control	-	-	1,000.00	2,200.00	Orkin
46 Back Flow Device Certification	-	-	875.00	875.00	Frontier Fire
47 Trash Service	-	-	140.00	420.00	Waste Connections
Total Facilities	\$ 5,930.00	\$ 60,003.00	\$ 122,342.97	\$ 207,884.00	
Operations and Maintenance					
48 Chemicals	-	120,000.00	5,000.00	54,000.00	Assumes 2023 x 2
49 Utilities	-	-	-	-	
50 Electric Power (demand charge)	-	6,000.00	13,155.00	26,310.00	United Power (50%)
51 Water	-	2,946.00	1,355.00	144.00	Town of Firestone (Commodity Charge, 2,000 gal/mo @ \$6.00/1,000 gal)
52 Equipment Maintenance	-	-	-	-	
53 Electric Pallet Jack	-	-	-	6,200.00	
54 Misc. Tools/Lab Supplies	-	-	6,000.00	2,000.00	
55 Equipment Purchases	-	-	-	-	
Total Operations and Maintenance	\$ -	\$ 128,946.00	\$ 25,510.00	\$ 88,654.00	
TOTAL OPERATING EXPENSES	\$ 59,343.00	\$ 547,199.00	\$ 337,812.97	\$ 688,614.00	
OPERATING GAIN (LOSS)	753.00	\$ 4,531.50	151,390.07	\$ (83,585.50)	
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	\$ 167,157.00	
Fund Balance, End of Year	\$ 753.00	\$ 15,766.93	\$ 167,157.00	\$ 83,571.50	

Agenda Item 6(a)



St. Vrain Water Authority Monthly Activity Report September 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.

9/1/23: Completed daily operations.

9/4/23: Completed daily operations. Cleaned filtrate effluent turbidimeter.

9/5/23: Completed daily operations. Attended weekly construction meeting.

9/6/23: Completed daily operations. Reviewed chlorine cylinder change procedure, chlorine safety manuals and SCBA training materials.

9/7/23: Completed daily operations. Changed out chlorine cylinder. Monitored chlorine system for leaks.

9/8/23: Completed daily operations.

9/11/23: Completed daily operations. Cleaned filtrate effluent turbidimeter.

9/12/23: Completed daily operations. Dave Lindsay and cleaning company onsite for estimate. Attended weekly construction meeting.

9/13/23: Completed daily operations. DuPont Water Solutions onsite for plant tour. Plummer Associates, Inc. and guests from Loveland Water Conference onsite, assisted Plummer Associates, Inc. with plant tour.

9/14/23: Completed daily operations. Received call from the Town of Firestone concerning constant usage through the domestic water meter. Spoke with Dave Lindsay about an apparent leak in the water service. Met with the Town of Firestone and found a leak on the domestic water meter bypass line. The Town notified Mr. Lindsay and IWS, and the domestic water supply was shut off to the facility.

9/15/23: Completed daily operations. The Town of Firestone fixed the leak in water meter vault, and water was restored.

9/18/23: Completed daily operations. Cleaned filtrate effluent turbidimeter.

9/19/23: Completed daily operations. Attended weekly construction meeting. Flushed domestic water line throughout the plant to remove trapped air. Received trash bin from Waste Connections.

9/20/23: Completed daily operations. Met IPT Well Integrity Solutions (IPT) onsite, took samples from the injection well pumphouse, and lead them on tour of plant. AWC onsite collecting monthly samples. Orkin Pest Control onsite to provide a quote for pest control.

9/21/23: Completed daily operations.

9/22/23: Completed daily operations. The Town of Windsor and other guests onsite for a plant tour with Dave Lindsay. Began general cleaning in the office and around the plant.

9/25/23: Completed daily operations. Continued general cleaning.

9/26/23: Completed daily operations. Attended weekly construction meeting. Continued general cleaning in bathrooms and cleaned windows. Purchased a vacuum and cleaning supplies from Home Depot.

9/27/23: Completed daily operations. Completed miscellaneous detail cleaning of facility. Met with second cleaning company for estimate.

9/28/23: Completed daily operations. REC, Inc. personnel and guests onsite for a plant tour.

9/29/23: Completed daily operations.

St. Vrain WTP Monthly Summary

Monthly Water Totals	June 2023
Raw (MG)	1.8135
Filtrate (MG)	1.7025
Finished (MG)	1.5004
Concentrate (MG)	0.177
Finished Water Quality	
Average Entry Point Free Chlorine Residual (mg/L)	1.84
Average Entry Point pH (SU)	7.64
Average Entry Point Conductivity (μ S/m)	337
Average Entry Point Fluoride (mg/L)	0.67
Average Entry Point Alkalinity (mg/L)	174