

NOTICE OF REGULAR MEETING
ST. VRAIN WATER AUTHORITY
BOULDER, LARIMER AND WELD COUNTIES, COLORADO

**TO THE BOARD OF DIRECTORS OF THE ST. VRAIN WATER AUTHORITY AND
TO ALL OTHER PERSONS TO WHOM IT MAY BE OF CONCERN:**

NOTICE IS HEREBY GIVEN, pursuant to § 24-6-402(2)(c)(I), C.R.S., as amended, that the Board of Directors of the St. Vrain Water Authority, of the Counties of Boulder, Larimer and Weld, State of Colorado, will convene a regular meeting on Monday, February 12, 2024 at 4:00 p.m. at 9950 Park Avenue, Firestone, Colorado 80504 for the purpose of addressing those matters set forth below, and conducting such other business as may properly come before the Board. The meeting is open to the public.

DATED this 6th day of February, 2024.

ST. VRAIN WATER AUTHORITY

By: /s/ Dave Lindsay
Secretary

AGENDA

- 1) Roll Call**
- 2) Consent Agenda**
 - a. Approval of January 8, 2024 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. Discussion regarding Financial Reserve Policy
- 6) Reports**
 - a. Ramey Environmental – Plant Operations
 - b. Engineering Activity
 - c. Water Treatment Plant Construction Update
- 7) Next Meeting**
 - a. March 11, 2024 at the Firestone Town Hall starting at 4:00 PM
- 8) Any Other Business**
- 9) Adjournment**

Agenda Item 2(a)

St. Vrain Water Authority
DLG I.D. No. 67144
Board of Directors Meeting Regular Meeting
Minutes
January 8, 2024
4:00 PM @ Firestone Town Hall

A regular meeting of the Board of Directors of the St. Vrain Water Authority convened on Monday January 8, 2024 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 | Absent |
| Dave Lindsay (2024) | Secretary | Present |
| James Walker (2025) | Board Member | Present |
| Don Conyac (2025) | Treasurer | Present |

Also, in attendance was Rusti Roberto (Town of Firestone) and Amber Kauffman (Little Thompson Water District).

Tim Flynn (Collins Cole Flynn Winn Ulmer), Wayne Ramey (Ramey Environmental), and Brett Gracely (LRE Water) attended via Zoom.

Agenda Item 1:

A quorum having been established, the meeting was called to order by the Authority's Secretary, Dave Lindsay at 4:03 P.M.

Agenda Item 2:

Director Lindsay referred the Board to the meeting minutes for the November 13, 2023 Board meeting and the December 11, 2023 Board meeting.

Director Lindsay reminded the Board of two revisions that needed to be made on the November 13, 2023 meeting minutes, which were the executive session attendees as an incorrect Director was listed as an Attendee, and also under Agenda Item 5, Director Pasillas was listed twice and one of them needed to be changed to Director Walker.

Motion to approve the minutes for November 13, 2023, and December 11, 2023 was made by Director Walker, Second by Director Conyac.

Motion passed unanimously by voice vote.

Agenda Item 3:

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

Agenda Item 4a:

The meeting proceeded to the election of officers. Director Lindsay asked the board if there were any nominations for the election of officers, or if they wanted them to remain the same. Director Lindsay mentioned that election of officers occurs on an annual basis.

Motion to have the Board Officers remain the same was made by Director Walker, 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 | | |

Motion was passed unanimously. The St Vrain Water Authority Officers are:

- Julie Svaldi – President
- Julie Pasillas – Vice President
- Don Conyac – Treasurer
- Dave Lindsay – Secretary

Agenda Item 4b:

Resolution 2024-01 Designating Location for Posting Open Meeting Law Notices.

Director Lindsay explained that this resolution is adopted annually to establish regular meeting dates, times, and location, to designate places of posting notices, and designate a newspaper of general circulation for purposes publish required notices.

Motion to approve Resolution 2024-01 was made by Director Conyac, Second by Director Walker

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| Don Conyac | X | | |
| Dave Lindsay | X | | |
| James Walker | X | | |

Motion was passed unanimously.

Agenda Item 4c:

Director Lindsay directed the board to the packet for the Notice of St. Vrain Water Authority Board of Directors Quorum Events. Director Lindsay explained that the events listed are the most likely where three or more of the directors would be in attendance.

Motion to approve the Sunshine Notice Quorum Events and Authorization to Post was made by Director Conyac, Second by Director Walker.

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| James Walker | X | | |
| Don Conyac | X | | |
| Dave Lindsay | X | | |

Motion was passed.

Agenda Item 4d:

Director Lindsay directed the Board to the summary of current bills that were paid or are being processed for payment, included in the packet. Director Lindsay explained to the board that Hydro Resources was the largest bill listed and that was for the acid wash for the injection well and the step rate test that was performed. Director Lindsay mentioned that this came in about \$20,000 under budget.

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

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| James Waker | X | | |
| Dave Lindsay | X | | |
| Don Conyac | X | | |

Motion was passed.

Agenda Item 4e:

Director Lindsay directed the Board to the financial statements. The financials were not included in the packet but attached to the meeting invitation, added to the website notice for the meeting, and were handed out at the meeting.

Director Lindsay explained that after speaking with Jessica Clanton, Budget Officer there is no need for a budget amendment currently. Jessica will continue to monitor the budget and let the Authority know of any changes.

Motion to accept the financials was made by Director Walker, Second by Director Conyac.

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| Don Conyac | X | | |
| James Walker | X | | |
| Dave Lindsay | X | | |

Motion was passed.

Agenda Item 4f:

Director Lindsay directed the board to Resolution 2024-02 approving an Agreement with New IPT Inc for Injection Well Operations Support and Permit Compliance that was included in the packet.

Director Lindsay explained that New IPT Inc designed the treatment plants injection well and now helps with operations and permit compliance. Director Lindsay explained now is the time to move this from Firestone’s books over to the Authority since their role is now operations focused. New IPT Inc can help model and collect data, as well as be a liaison between the EPA and the Authority.

Motion to approve Resolution 2024-02 approving an Agreement with New IPT Inc for Injection Well Operations Support and Permit Compliance was made by Director Conyac, Second by Director Walker.

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| Dave Lindsay | X | | |
| Don Conyac | X | | |
| James Walker | X | | |

Motion was passed.

Agenda Item 4g:

Director Lindsay directed the Board to Resolution 2024-03 approving Automation & Electronics Inc Work Order 2024-01 for injection well pump controls and programming that was included in the packet.

Director Lindsay reminded the board that the Agreement with Automation & Electronics was approved at the last meeting, and this is to approve Work Order 2024-01. He explained that data has been being collected manually, and placed into spreadsheets. In addition, this would allow them to collect data and program the system to automate and populate spreadsheets. He also mentioned that this is specific to the injection pump station.

Motion to approve Resolution 2024-03 approving Automation & Electronics Inc Work Order 2024-01 for injection well pump controls and programming was made by Director Walker, Second by Director Conyac.

Roll-Call Vote

| | <u>Yes</u> | <u>No</u> | <u>Abstain</u> |
|--------------|------------|-----------|----------------|
| Don Conyac | X | | |
| James Walker | X | | |
| Dave Lindsay | X | | |

Motion was passed.

Agenda Item 5a:

Wayne Ramey with Ramey Environmental Compliance referred the Board to the monthly activity report. He mentioned that sanitary survey was performed and it went well. He explained that the inspector was good, and thorough.

Agenda Item 5b:

Director Lindsay reported that Plummer has been assisting with the plan to restart the plant once the Injection Well permit is amended.

Agenda Item 5c:

Director Lindsay reported that Firestone had entered into a Settlement Agreement with the project GC that will allow Firestone to make direct payments to subs and suppliers that are owed money. This will facilitate completion of the punch list and allow for the project to get its final certificate of occupancy. The process is expected to take a couple of months depending on the availability of the subs needed to complete punch list items.

Agenda Item 5d:

Director Lindsay reported that the EPA issued authorization to resume injecting at a higher Maximum Allowable Injection Pressure (MAIP). The pressure they authorized is substantially less than what ITP had requested. They contacted the EPA, who acknowledged they missed calculated and would reevaluate for a further increased MAIP. However, the current MAIP is adequate for operation, so he is working with Ramey and Plummer to finalize a startup plan but expects to be operating in about a week.

Agenda Item 5e:

Director Lindsay reported that Phase one of the installation of the security system is now complete. He mentioned he received instructions for activation to test drive the system to make sure everything is working properly. He explained the next step is to get on site training for Ramey Environmental staff to operate the system.

Agenda Item 6a:

Next Meeting will be February 12, 2024 at Firestone Town Hall, starting at 4:00 P.M.

Agenda Item 7:

No Other Business was discussed.

Agenda Item 8:

Motion to adjourn made by Director Conyac, Second by Director Walker at 4:42 P.M.

Motion passed unanimously by voice vote.

Agenda Item 4(a)
Approval of Bills

CURRENT LIST OF BILLS

| | |
|---|-------------|
| Dave Lindsay (tools/equip reimbursement) | \$345.44 |
| Comcast (phone/internet) | \$917.99 |
| CorKat (managed IT services) | \$1,438.50 |
| DPC Industries (chlorine cylinder rental) | \$40.00 |
| Town of Firestone (accounting) | \$7,500.00 |
| Black Hills Energy (gas) | \$1,325.45 |
| Collins Cole Flynn Winn Ulmer (legal) | \$1,580.50 |
| Orkin (pest control) | \$150.00 |
| Plummer (engineering) | \$168.75 |
| Ramey (materials and overtime) | \$512.59 |
| Ramey (plumbing work) | \$590.35 |
| St Vrain Sanitation District (sewer) | \$1,116.48 |
| Waste Connections (trash) | \$77.15 |
| Town of Firestone (water) | \$322.01 |
| Town of Firestone (water) | \$333.99 |
| 24K Cleaning Services (office cleaning) | \$602.00 |
| Ramey (monthly operations) | \$5,479.30 |
| Ramey (space heaters) | \$1,523.79 |
| Waste Connection (trash) | \$42.15 |
| CorKat (managed IT services) | \$1,438.50 |
| Frontier Fire (alarm monitoring) | \$540.00 |
| New IPT Inc (Injection Well compliance) | \$11,892.50 |
| Plummer (engineering) | \$526.50 |
| Orkin (pest control) | \$150.00 |

Agenda Item 4(b)

Balance Sheet

St. Vrain Water Authority

Balance Sheet

As of February 1, 2024

| | TOTAL |
|-------------------------------------|--------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 10.1010 - Checking | 19,214.49 |
| Total Bank Accounts | \$19,214.49 |
| Accounts Receivable | |
| Accounts Receivable (A/R) | 0.00 |
| Total Accounts Receivable | \$0.00 |
| Total Current Assets | \$19,214.49 |
| TOTAL ASSETS | \$19,214.49 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable (A/P) | 15,588.21 |
| Total Accounts Payable | \$15,588.21 |
| Total Current Liabilities | \$15,588.21 |
| Total Liabilities | \$15,588.21 |
| Equity | |
| Retained Earnings | 31,518.15 |
| Net Income | -27,891.87 |
| Total Equity | \$3,626.28 |
| TOTAL LIABILITIES AND EQUITY | \$19,214.49 |

Budget to Actual

| | 2024 Adopted Budget | Year -To-Date Actual |
|--|--------------------------------|---------------------------------|
| <u>OPERATING REVENUES</u> | | |
| Rate Revenue - Firestone | - | - |
| Rate Revenue - LTWD | - | - |
| Rate Revenue - Non-Member 1 | - | - |
| Cash Contribution - Firestone | - | - |
| Cash Contribution - LTWD | - | - |
| Water Ops Base Charge - Firestone | 513,822.50 | - |
| Water Ops Base Charge - LTWD | 102,764.50 | - |
| Water Sales - Firestone | 95,062.50 | - |
| Water Sales - LTWD | - | - |
| <u>TOTAL OPERATING REVENUE</u> | \$ 711,649.50 | \$ - |
| <u>OPERATING EXPENDITURES</u> | | |
| <u>Administration</u> | | |
| Salaries and Benefits | - | - |
| Office Supplies | 500.00 | 345.44 |
| Dues and Fees | 7,203.00 | 48.00 |
| Contract Services | 357,765.00 | 18,808.78 |
| Rate Study | 35,000.00 | - |
| Permit and Licensing | 35.00 | - |
| Misc. Admin | 1,000.00 | - |
| Total Administration | \$ 401,503.00 | \$ 19,202.22 |
| <u>Facilities</u> | | |
| Insurance | 35,885.00 | - |
| Utilities | 81,280.00 | 6,212.74 |
| Grounds Maintenance | 10,000.00 | - |
| Building/Facility Maintenance | 10,719.00 | 871.30 |
| Misc. Facilities | 1,000.00 | - |
| Total Facilities | \$ 138,884.00 | \$ 7,084.04 |
| <u>Operations and Maintenance</u> | | |
| Chemicals | 54,000.00 | - |
| Utilities | 26,454.00 | 1,605.61 |
| Equipment Maintenance | 2,000.00 | - |
| Misc Tools/Lab Supplies | 5,000.00 | - |
| Misc O&M Expenses | 1,000.00 | - |
| Total Operations and Maintenance | \$ 88,454.00 | \$ 1,605.61 |
| <u>Capital Equipment</u> | | |
| Electric Pallet Jack | 6,200.00 | - |
| Security System | 70,000.00 | - |
| Misc. Capital Equipment | 5,000.00 | - |
| Total Capital Equipment | \$ 81,200.00 | \$ - |
| <u>TOTAL OPERATING EXPENSES</u> | \$ 710,041.00 | \$ 27,891.87 |
| <u>OPERATING GAIN (LOSS)</u> | \$ 1,608.50 | \$ (27,891.87) |
| Fund Balance, Beginning of Year | \$ 167,157.00 | \$ 31,518.15 |
| Fund Balance, End of Year | \$ 168,765.50 | \$ 3,626.28 |

Profit and Loss

St. Vrain Water Authority

Profit and Loss

January 1 - February 1, 2024

| | TOTAL |
|---|----------------------|
| Income | |
| Total Income | |
| GROSS PROFIT | \$0.00 |
| Expenses | |
| 10.6010 - Office Supplies | 345.44 |
| 10.6110 - Legal Fees | 1,580.50 |
| 10.6115 - Contract Operations | 9,713.28 |
| 10.6120 - Accounting Fees | 7,500.00 |
| 10.6140 - Bank Charges & Fees | 15.00 |
| 10.6300 - Dues and Fees | 48.00 |
| Facilities | |
| 10.7100 Utilities - Facilities | 6,212.74 |
| 10.7200 Building/Facility Maintenance | 871.30 |
| Total Facilities | 7,084.04 |
| Operations & Maintenance | |
| 10.7110 Utilities - O & M | 1,605.61 |
| Total Operations & Maintenance | 1,605.61 |
| Total Expenses | \$27,891.87 |
| NET OPERATING INCOME | \$ -27,891.87 |
| NET INCOME | \$ -27,891.87 |

Agenda Item 5(a)

TOWN OF FIRESTONE WORKING RESERVE POLICY ADOPTED FEBRUARY 2021

INTENT

The Town of Firestone (Town) Board of Trustees (Board) has determined it to be prudent financial practice to maintain adequate levels of working reserve in the Town's General Fund in order to mitigate current and future risks such as revenue shortfalls and unanticipated expenditures as well as to buffer the Town from downturns in the economy and to provide an additional source of accumulated funding for major capital improvement projects. The Town believes that establishing and maintaining adequate working reserve levels will assist the Town in taking greater advantage of the “pay as you go” philosophy and is a critical consideration to the Town’s long-term financial planning.

POLICY

The Town has established the following fiscal policy related to its working reserve.

Minimum, Maximum and Target Levels

The Town will maintain a minimum working reserve of at least 25% of the current year's General Fund operating appropriations. The Town's maximum working reserve shall not exceed 100% of the General Fund budgeted operating appropriations. In the event the Town has excess funds of over the 100% maximum amount, the Town will reserve such excess funds for future capital projects or for such other purposes as designated by the Board. The working reserve levels will be determined by the Board annually during the budget process.

Use of Funds

The Town understands that circumstances may arise that may warrant the Town using its working reserve temporarily. The Town has determined the following circumstances to be permissible instances where it may elect to use its working reserve:

- An economic downturn in which revenues are significantly/materially under budget
- Unexpected and unappropriated price increases to service and maintain essential Town operations
- Non-budgeted and unexpected emergencies, natural disaster costs, or litigation
- Early retirement of Town debt or loans
- Grant matching and public/private partnership matching
- Provide coverage to other funds due to a shortfall in budgeted revenues
- Capital asset acquisition, construction and improvement projects

The use of the working reserve in a given budget year will require approval by a simple majority vote by the entire Board.

Terms for Replenishment

In the event the Town elects to use its working reserve for the aforementioned purposes, the Town will concurrently establish a formal plan to replenish its working reserve to the minimum working reserve level. It will be the policy of the Town to replenish the working reserve to its minimum level as follows:

- As soon as revenues are reasonably available, and
- With priority given to replenishment over any future budgeted, new discretionary spending by the Board (either capital or operational in nature), and
- With replenishment complete no later than 5 years subsequent to the utilization of such funds.

Policy Review

The Finance Director will be responsible for reviewing the Working Reserve Policy annually in connection with the Town's annual budgeting process to ensure that the Town is maintaining adequate levels of working reserve funds as set forth in this policy. Furthermore, the Finance Committee and Finance Director will be responsible for reviewing the Working Reserve Policy every two years and will make recommendations for revisions to the policy as deemed appropriate. Adoption and modifications to this policy will require the approval of a simple majority vote by the entire Town Board.



Bobbi Sindelar

Bobbi Sindelar, Mayor

Jessica Koenig

Attest: Jessica Koenig, CMC, Town Clerk

RESOLUTION NO. 23-86

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
FIRESTONE, COLORADO, ADOPTING THE TOWN OF FIRESTONE
CAPITALIZATION AND DEPRECIATION POLICY**

WHEREAS, the Town of Firestone has previously adopted the Capitalization and Depreciation Policy for the Town; and

WHEREAS, the Board of Trustees finds that such Policy should be updated and that the adoption of a current Capitalization and Depreciation Policy will promote and support the efficient and effective use of Town resources and promote the best interests of the Town; and

WHEREAS, there has been presented to the Board of Trustees for adoption a proposed Capitalization and Depreciation Policy, which has been developed through the collaborative efforts of the Town Manager, Director of Finance and consultants; and

WHEREAS, the Board of Trustees finds that the proposed Capitalization and Depreciation Policy is solely in support of the Town's fiscal responsibilities; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FIRESTONE, COLORADO:

Section 1. The Board of Trustees hereby approves and adopts the Town of Firestone Capitalization and Depreciation Policy, in substantially the same form as the copy attached hereto and made a part of this resolution.

Section 2. All prior Capitalization and Depreciation Policies or amendments thereof adopted by the Town are repealed in their entirety.

INTRODUCED, READ, and ADOPTED this 23rd day of August, 2023.

TOWN OF FIRESTONE, COLORADO



Drew Peterson, Mayor


ATTEST:



Kristi K Bashor, CMC, Town Clerk



APPROVED AS TO FORM:



William P. Hayashi, Town Attorney

**TOWN OF FIRESTONE
CAPITALIZATION AND DEPRECIATION POLICY
ADOPTED AUGUST 2023**

The Town of Firestone (Town) understands the importance of being in compliance with generally accepted accounting principles as established by the Governmental Accounting Standards Board (GASB) by reporting capital asset information in the Town’s year-end government-wide financial statements. Reporting capital asset activity accurately and consistently, provides the readers of the Town’s audited financial statements an economic measurement focus of the Town’s position. The Town has established the following fiscal policy related to capitalization thresholds and capital asset depreciation method.

CAPITALIZATION THRESHOLD

The monetary threshold for capitalization purposes will be established for capital assets with an initial, individual cost of \$5,000 or more and having a useful life in excess of one year.

- The cost of commissions, delivery, setup, and or accessories should be included in the final cost of the capital asset.
- All capital assets shall be recorded and tracked via a perpetual inventory system. The Town will perform a physical inventory of its capital assets, either simultaneously or on a rotating basis, so that all of the assets are physically accounted for at least once every three years.
- The Town has developed a Fleet Purchase/Surplus Policy in accordance with accepted professional standards and best practices. This policy is utilized to commit adequate funding of re-investment in the Town’s machinery, vehicles and equipment, so as to prevent the deferment of required ongoing maintenance and replacement.

DEPRECIATION OF CAPITAL ASSETS

For year-end financial statement purposes, the Town will calculate depreciation expense on its capital assets utilizing the straight line method over the following estimated useful lives:

| | |
|---------------------------------|-------------|
| Infrastructure and Improvements | 5-50 years |
| Buildings and Improvements | 10-50 years |
| Machinery and Equipment | 3-30 years |

The Town will not calculate depreciation expense in the year that the capital asset is purchased.

POLICY REVIEW

The Finance Committee and Finance Director will be responsible for reviewing the Capitalization and Depreciation Policy every two years and will make recommendations for revisions to the policy as deemed appropriate. Adoption and modifications to this policy will require the approval of a simple majority vote by the entire Town Board.



A handwritten signature in blue ink, appearing to read "Drew Peterson".

Drew Peterson, Mayor

A handwritten signature in blue ink, appearing to read "Kristi K Bashor".

Attest: Kristi K Bashor, CMC, Town Clerk



MEMORANDIUM OF RECOMMENDATION

TO: Board of Trustees

FROM: Finance Committee

CC:

DATE: August 16, 2023

RE: Capitalization Policy

The proposed Capitalization Policy has been reviewed by the Finance Committee at the August 16, 2023 meeting. With a vote of 4 for and 0 against, the Finance Committee of the Town of Firestone recommends the approval of the Capitalization Policy.

FINANCE COMMITTEE



Frank A. Jimenez, Chair

ATTEST:



Kristi K Bashor, Secretary

Agenda Item 6(a)



St. Vrain Water Authority Monthly Activity Report January 2024

Daily Operations include completing site walk through, recording daily flow totals and chemical levels and recording 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.

1/2/24: Completed daily operations. Prepared the monthly report.

1/3/24: Completed daily operations. Filled interstage basin. Added lockbox to gate. Generated emails regarding plant status to REC, Inc. personnel and David Lindsay.

1/4/24: Completed daily operations.

1/5/24: Completed daily operations. ESD onsite repairing conductivity probe and air gap work per the Sanitary Survey. MRI onsite to look at rusting issues.

1/8/24: Completed daily operations. Collected information for the Sanitary Survey requests.

1/9/24: Completed daily operations. Recorded chlorine residuals taken from tank and clearwell. Plant startup plan established.

1/10/24: Completed daily operations. Ran UF system. Finished installation of conductivity probe. Completed clearwell chlorine checks.

1/11/24: Completed daily operations. Plant startup after EPA gave clearance to run deep well injection system. Troubleshooting CL17 issues involving clogged flow meter in unit. Contacted Hach to get replacement parts under service contract.

1/12/24: Completed daily operations. Completed full plant startup with injection well running. Bypassed CL17 flow meter to allow chlorine analyzer to work while waiting for parts.

1/15/24: Completed daily operations. Deep well injection issues, IPT contacted to check on well. Heater issues throughout the treatment plant. ESD brought in kerosene heaters for the process area. Feed pressure issues on RO unit. Changed out RO pre-filters.

1/16/24: Completed daily operations. Horizon Mechanical onsite to troubleshoot heater issues. Purchased space heaters for office area. Filled kerosene heaters in process area. Troubleshooting RO pressure issues.

1/17/23: Completed daily operations. Troubleshooting treatment plant. Contacted Plummer to help walk through issues. Fixed heat trace issues on calcite contactors. Bypassed calcite contactors as they appear to be causing our pressure and flow issues.

1/18/24: Completed daily operations. Adjusting manual valves on clearwell fill/calcite bypass lines. Cleaning up facility from trash and debris from work done. Completed filling and heat UF CIP tank.

1/19/24: Completed daily operations. Let the facility cleaners in. Acid CIP on UF2 completed. Air hold test and neutralized waste and drained. Refilled CIP tank. Chlorine CIP on UF2 completed. CL17 repaired with new parts. Generated email to Plummer requesting a status update of treatment plant issues.

1/22/24: Completed daily operations. Orkin and Trane onsite. Trane is onsite working on the heater issues. Neutralized CIP waste and drained. Completed an air hold test UF2.

1/23/24: Completed daily operations. Contacted Wigen to troubleshoot RO not listening to plant PLC commands. Wigen suggested that the CIP flush tank level was causing the issues. Adjusted calcite bypass lines to put back pressure on CIP line to fill CIP tank.

1/24/24: Completed daily operations. Calibrate pH probes on RO feed and the finished water.

1/25/24: Completed daily operations. Adjusted calcite bypass line valving, found a bad butterfly valve on the bypass line.

1/26/24: Completed daily operations.

1/29/24: Completed daily operations. REC, Inc. personnel onsite helping troubleshoot calcite contactor issues.

1/30/24: Completed daily operations.

1/31/24: Completed daily operations.

St. Vrain WTP Monthly Summary

| Monthly Water Totals | January 2024 |
|---|--------------|
| Raw (MG) | 1.9241 |
| Filtrate (MG) | 1.8681 |
| Finished (MG) | 0.6382 |
| Concentrate (MG) | 0.0979 |
| Finished Water Quality | |
| Average Entry Point Free Chlorine Residual (mg/L) | 1.97 |
| Average Entry Point pH (SU) | 7.83 |
| Average Entry Point Conductivity (μ S/m) | 333 |
| Average Entry Point Fluoride (mg/L) | 0.54 |
| Average Entry Point Alkalinity (mg/L) | 179 |