

**DONALA WATER AND SANITATION DISTRICT**  
**BOARD MEETING AGENDA**  
**February 18, 2021**

MEETING TIME & PLACE:

**1:30 P.M.**

DONALA WATER & SANITATION DISTRICT  
15850 HOLBEIN DRIVE, COLORADO SPRINGS, CO 80921

BOARD MEMBERS:           Ed Houle  
                                  Wayne Vanderschuere  
                                  Kevin Deardorff  
                                  Bill George

STAFF:                       Jeff Hodge  
                                  Tanja Smith  
                                  Mark Parker  
                                  Christina Hawker

**Agenda**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment on Items not on the Agenda
5. Minutes from January 21, 2020 Regular Meeting
6. Financial Reports
7. Action Items: SCADA Overview
8. Manager's Report
  - a. Development Update
9. Status of Operations
  - a. Water
  - b. Wastewater
10. Public Comment
11. Executive Session C.R.S. § 24-6-402(4)(h)
12. Adjourn.

DONALA WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
JANUARY 21, 2021

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's office, 15850 Holbein Dr., El Paso County, Colorado on January 21, 2021 at 1:30pm.

Directors Present: Ed Houle  
Wayne Vanderschuere  
Kevin Deardorff  
Bill George (online)

Staff Present: Jeff Hodge  
Mark Parker  
Christina Hawker  
Tanja Smith  
Mike Boyett

Consultants Present: Roger Sams (online)  
Brett Gracely

Guests: Jenifer Kaylor (online)

President Houle called the meeting to order at 1:30pm.

Approval of Agenda:

- Approved.

Public Comment Non-Agenda Items:

- None.

Review of Minutes:

- Minutes from December 2020 Board Meeting accepted
  - Deardorff motioned to approve, George second, all aye.

Review of Financial Statements and Check Summaries:

- 2020 ended at .6% over at this point prior to audit.
- Waste Plant ended at 10% under at this point prior to audit.
- Will move Chandler Investments to CDs that will be managed in house.
  - Deardorff motion to accept, Vanderschuere second, all aye.

New Business:

- 2021 Meeting schedule accepted.

Manager's Report:

- COVID: The District continues to use best practices to ensure ongoing operations and the safety of our employees. We will be alternating work schedules until Feb. 28th.

- UMCRRWWTP quarterly operations meeting was held on Jan. 13<sup>th</sup>.
  - New TENORM regulation may impact costs and operations.
  - Monthly flow chart of the 3 partners provided by GMS.
- Pikes Peak Regional Water Authority: Jenny Bishop gave an update on the Regionalization Subcommittee, mainly discussed the Proposed Scope of Work for Reuse. Next meeting is Feb. 3<sup>rd</sup>.
- Regionalization Subcommittee of PPRWA: Dec. 17 meeting was cancelled. Jan. 14 meeting was rescheduled by CSU to accommodate a larger joint meeting to get the Rescue and Storage Scope of work moving forward.
- NMCI: Project delayed due to the City waiting on the market to rebound prior to selling it's bonds. Received an update yesterday from Darlene Garcia, anticipated project completion date of 2024.
- Interim Waste-Water Conveyance and Treatment Agreement: Delayed for same reason as NMCI.
- Status of Long-Term Water Supply Contract with CSU: Nothing new to report.
- Drought Report: Dry pattern continues.

#### Development Update:

- No updates at this time.

#### Status of Operations:

- R. Hull plant running great. Holbein is shut down for annual cleaning and pipe installation in the raw water tank for pre-chlorination. We, as well as everyone reliant on the Denver basin aquifer are experiencing higher Rad/Chem constituents in raw water per CDPHE. We are hoping to remove more of these constituents through filtration. Holbein should be back online mid-February and then R. Hull will be shut down for cleaning. Produced 12.448 million gallons in December vs. 12.938 million gallons in October. 65.6% from our wells and 34.4% from Pueblo Board of Water Works water lease.
- Wells: Parker has been in contact with Hydro Resources to see what is needed to get well 7D back on-line and to see how deep we can set the well if we do not upgrade to medium voltage. Hope to hear back soon.
- Capital Projects:
  - Timberline performed calibration on Residuals Management Building. We have filled the storage tanks to conduct another run the week of Jan. 18. A process consists of 4-5 phases depending on the fluid thickness of the residuals. We will ensure the work performed by Timberline to solve our inability to bet past the first phase of dewatering was fixed.
  - 2020 water line replacement project has completed except for a punch list. Seeding and sod replacement will be done in Spring 2021.
  - 2021 water line replacement project is projected to go out to bid late February. Completed drawings are at 90-95% completion. Anticipating a late April or early May start date.
- Overall Water System: We are having no major issues with the water system currently. We have been having issues with one of the Variable Frequency Drives at the Jessie water transfer station. Working with Wazee Electric to see if it is fixable (due to age) or if we will have to purchase drive.
- Forest Lakes Metropolitan District: Operations continue at Forest Lakes with water production and infrastructure installation inspections in the West Valley.
  - We have been working with JDS Hydro on information on the A1 well. This well has been dormant and unequipped since it was drilled. It is known to be high in Rads/Chems. They are piping it to pump to the new Surface Water Treatment Plant. Working on approval from CDPHE and getting mixing ratios calculated to work with the surface water. We expect that we will need every bit of water that can be produced this coming irrigation year. The reservoir is already low from last year's lack of recharge water and water production, and if winter continues to be dry the reservoir will not recharge very fast.
- Monument Sanitation District: We started operational duties that were lined out in the contract.
  - We have already cleaned the Trails End lift station and did some electrical troubleshooting on one of the pumps that kept tripping the circuit breaker. We found some loose electrical terminals.

- We have been taking field operations staff to their sites so they can become familiar with them.
- We have checked 2 of the 3 generators to make sure they will start and will get our generator contractor scheduled to do preventative maintenance on them.
- We will meet with their SCADA contractor and IT provider to get access to their SCADA system.
- Water Main Break on Jan. 20<sup>th</sup> at 4:00am. Located on River Oaks Dr. Water was turned off at 5:30am, repairs completed and water back on by 11:05am. Created significant road damage as well as damage to culverts.
- UMCRRWWTF: Construction of UPS site continues with minimal interruption of plant operations. The entrance has been relocated to Terrazzo Rd next to the Pilot Truck Stop. Our entrance sign was relocated, and promptly knocked over by a truck.
  - The usual winter foam has arrived. Started a PAXX feed as soon as it appeared. Also cleaned DEB which allowed suspended solids levels to improve.
  - IDEXX lab equipment has arrived and should make effluent analysis easier for our lab analyst.
  - Rotating COVID schedule worked great as Amy contracted COVID and was able to recover on her scheduled days off without exposing other employees.
  - Waiting for annual report from Varis. Not expecting any issues. We are in the process of completing our annual biosolids report for the State.
  - New TENORM rules are going into effect and Roger Sams is exploring how the new CDPHE rules will affect the plant.

Additional Comments:

- None.

At 2: 20 p.m. Deardorff motioned to move to adjourn to executive session per C.R.S § 24-6-402(4)(h) to discuss personnel matters, Vanderschuere second.

3:47 p.m. adjourn to open session. No reportable actions were taken.

These minutes are respectfully submitted for record by Tanja Smith on January 21, 2021.



**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY  
From 1/1/2021 Through 1/31/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
<b>OPERATING REVENUE</b>			
WATER SALES	3,426,000.00	153,829.63	(95.51)%
EFFLUENT SALES	154,500.00	0.00	(100.00)%
SEWAGE SERVICE	1,241,411.00	105,145.19	(91.53)%
INSTALLATION FEES	15,000.00	3,000.00	(80.00)%
TAP FEES	170,000.00	34,000.00	(80.00)%
WATER DEVELOPMENT	65,000.00	13,000.00	(80.00)%
SEWER DEVELOPMENT	25,000.00	5,000.00	(80.00)%
PROPERTY TAX	1,971,120.00	91.64	(100.00)%
AUTO TAX	120,000.00	17,208.37	(85.66)%
AVAIL. OF SERVICE	8,750.00	700.00	(92.00)%
OPERATING INTEREST	85,000.00	862.25	(98.99)%
INVESTMENT INTEREST	45,000.00	0.00	(100.00)%
WATER INVESTMENT FEE	40,000.00	8,000.00	(80.00)%
MISC. REVENUE	50,000.00	2,790.56	(94.42)%
FL REIM. REVENUE	120,000.00	8,347.99	(93.04)%
CONTRACT SANITATION	0.00	0.00	0.00%
<b>Total OPERATING REVENUE</b>	<b>7,536,781.00</b>	<b>351,975.63</b>	<b>(95.33)%</b>
<b>EXPENSES &amp; CAP PROJECTS</b>			
<b>EXPENDITURES</b>			
CHEM/LAB	75,500.00	2,993.44	96.04%
REPAIR/MAINTENANCE	466,400.00	1,547.78	99.67%
TRUCK/BACKHOE	220,000.00	3,413.13	98.45%
UTILITIES	320,000.00	30,155.96	90.58%
TOOLS AND EQUIPMENT	25,000.00	979.73	96.08%
INSPECTION REFUNDS	2,000.00	0.00	100.00%
WASTE PLANT EXPENSES	767,858.00	109,199.02	85.78%
W & P LOAN PAYBACK	356,687.00	157,288.64	55.90%
AUDIT	23,175.00	0.00	100.00%
RESIDUALS MGMT.	85,000.00	0.00	100.00%
INSURANCE	313,114.00	82,711.08	73.58%
LEGAL EXPENSES	50,000.00	0.00	100.00%
OFFICE EXPENSES	24,643.00	72.11	99.71%
OFFICE EQUIPMENT	10,700.00	0.00	100.00%
TELEPHONE	27,807.00	3,319.23	88.06%
PROFESSIONAL ENGR.	25,000.00	0.00	100.00%
DISTRICT ENGINEER	10,000.00	0.00	100.00%

**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY  
From 1/1/2021 Through 1/31/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
SALARIES	723,081.00	54,523.47	92.46%
PAYROLL TAXES	54,231.00	4,171.05	92.31%
457 PLAN	50,616.00	3,688.68	92.71%
CONTRACT SERVICES	78,445.00	12,989.23	83.44%
PUBLICATION	16,000.00	1,200.00	92.50%
FEES, PERMITS, DUES	20,000.00	1,237.50	93.81%
TRAINING	25,000.00	775.00	96.90%
INVESTMENT EXPENSES	5,800.00	0.00	100.00%
COUNTY TREAS. FEE	30,000.00	1.37	100.00%
FL REIM. EXPENSE	10,000.00	24.83	99.75%
MON W & S REIM EXP	0.00	700.00	0.00%
CSU WTR/BOWW	2,111,958.00	60,988.90	97.11%
MISCELLANEOUS EXP	14,000.00	30.00	99.79%
Total EXPENDITURES	<u>5,942,015.00</u>	<u>532,010.15</u>	91.05%
<b>CAPITAL PROJECTS</b>			
CAPITAL PROJECTS	3,585,000.00	94,886.00	97.35%
WATER RIGHTS	60,000.00	0.00	100.00%
Total CAPITAL PROJECTS	<u>3,645,000.00</u>	<u>94,886.00</u>	97.40%
Total EXPENSES & CAP PROJECTS	<u>9,587,015.00</u>	<u>626,896.15</u>	93.46%

**DECEMBER SPENDABLE**

SAVINGS	2,333,764
CHECKING	50,364
WATER GSA	962,163
SEWER GSA	707,322
PROPERTY TAX	<u>5,835,318</u>
TOTAL FUNGIBLE	9,888,931

**JANUARY SPENDABLE**

SAVINGS	2,333,974
CHECKING	158,207
WATER GSA	970,182
SEWER GSA	712,627
PROPERTY TAX	<u>5,045,828</u>
TOTAL FUNGIBLE	9,220,818



DONALA GOVT. - JAN. 2021				
DATE	VENDOR	CK#	AMOUNT	DESCRIPTION
01/04/21	COMCAST	24327	\$114.30	INTERNET@ R HULL THRU 02/03/21
01/04/21	CYBERBASEMENT	24328	\$40.00	FEBRUARY WEBSITE MAINTENANCE
01/04/21	JOHN DEERE FIN	24329	\$184.93	CLOTHING ALLOWANCE/ SHUT OFF VALVE TOOL
01/04/21	MEYER & SAMS	24330	\$41,114.70	RESIDUALS MGMT & WATER LINE PROJECTS
01/05/21	ANSWER-RITE	24331	\$79.00	JANUARY ANSWERING SERVICE
01/05/21	CARD SERVICES	24332	\$1,804.77	OFFICE SUPPLIES, ADOBE RENEWAL, RHULL RETIRE
01/05/21	CYBERBASEMENT	24333	\$250.00	CREATED NEW PAGE AND MENU ITEMS
01/05/21	FRONTIER IT	24334	\$2,019.50	MONTHLY BILLING FOR FEBRUARY
01/05/21	OREILLY AUTO	24335	\$229.38	BATTERY FOR DUMP TRUCK/ STARTER FLUID
01/05/21	SERVICE UNIFORM	24336	\$459.37	UNIFORM MAINTENANCE THRU 12/22/20
01/05/21	CO ANALYTICAL	24337	\$430.00	WATER TESTS DATED 12/21/20
01/05/21	CYBERBASEMENT	24338	\$90.00	JANUARY WEBSITE MAINTENANCE/ SSL CERT
01/05/21	PILOT	ACH	\$18.36	DECEMBER FUEL EXPENSES
01/08/21	AXIS	24339	\$43.44	BASE & USAGE CHARGE KYOCERA COPIER
01/08/21	BRANDT BENNER	24340	\$11.42	TITLE CHECK REFUND
01/08/21	THOMAS BLAKE	24341	\$70.62	TITLE CHECK REFUND
01/08/21	COLORADO RURAL WATER	24342	\$400.00	ANNUAL DUES TO CRWA
01/08/21	MARTIN DAACK	24343	\$105.17	TITLE CHECK REFUND
01/08/21	DIRT ROAD DIESEL	24344	\$2,047.01	REPAIR OIL LEAK, BRAKE PADS, & OIL CHANGE F 450
01/08/21	FARIS MACHINERY	24345	\$613.44	REPAIRS TO JET VAC & DUMP TRUCK
01/08/21	PAUL HUFF	24346	\$179.08	TITLE CHECK REFUND
01/08/21	SAM KOERITZ	24347	\$70.46	TITLE CHECK REFUND
01/08/21	KAREN PAOLI	24348	\$154.27	TITLE CHECK REFUND
01/08/21	PATE CONSTRUCTION	24349	\$254,539.20	WATER LINE REPLACEMENT 2020
01/08/21	KIMBERLY POE	24350	\$49.21	OVERPAY REFUND
01/08/21	SDA	24351	\$1,237.50	SDA ANNUAL MEMBERSHIP
01/08/21	ESTATE OF DANIEL STETSER	24352	\$134.52	TITLE CHECK REFUND
01/08/21	UCHEALTH MEDICAL	24353	\$85.00	DOT PHYSICAL - JHODGE
01/08/21	WASTE MANAGEMENT	24354	\$126.90	JANUARY TRASH SERVICE@ HOLBEIN
01/08/21	WEX BANK	24355	\$560.44	DECEMBER FUEL EXPENSES
01/11/21	CEBT	ACH	\$26,278.16	JANUARY HEALTH INSURANCE PREMIUMS
01/12/21	PILOT	ACH	\$99.26	JANUARY FUEL EXPENSES
01/12/21	AIRGAS	24356	\$82.43	CYLINDER RENTAL ACETYLENE & OXYGEN
01/12/21	COMCAST BUSINESS	24357	\$700.04	FIBER LINE JANUARY
01/12/21	HACH	24358	\$2,531.04	READABLE INTERFACE BETWEEN EQUIPMENT & SCADA
01/12/21	HOME DEPOT	24359	\$480.05	STORAGE SHELVES, PAINT, CONCRETE
01/12/21	MEYER & SAMS	24360	\$901.89	RESIDUALS MANAGEMENT BUILDING (PROJ 18071)
01/12/21	WELLS FARGO	24361	\$157.00	LEASE ON KYOCERA COPIER
01/13/21	COLLINS COCKREL & COLE	24362	\$1,876.69	GENERAL COUNSEL DECEMBER 2020
01/13/21	COLORADO SPRGS UTILITIES	24363	\$412.85	GAS THRU 12/30/20
01/13/21	DPC INDUSTRIES	24364	\$1,534.24	CHLORINE, CAUSTIC SODA, POTASSIUM PERM
01/13/21	MEYER & SAMS	24365	\$32,973.48	PROFESSIONAL SERVICES THRU 12/25/20
01/13/21	VERIZON	24366	\$159.69	WILLOW CREEK DATA PLAN
01/14/21	HEARTLAND	ACH	\$44,093.72	JANUARY 15TH PAYROLL
01/14/21	MOUNTAIN VIEW ELECTIRC	ACH	\$29,323.00	DECEMBER MOUNTAIN VIEW ELECTRIC
01/20/21	COLORADO SPRGS UTILITIES	ACH	\$50,244.82	WATER DELIVERED DECEMBER 2020
01/20/21	PILOT	ACH	\$122.35	JANUARY FUEL EXPENSES
01/20/21	BLACK HILLS ENERGY	24367	\$420.11	GAS THRU 01/11/21
01/20/21	COMCAST	24368	\$371.35	INTERNET@ MAINTANCE & HOLBEIN
01/20/21	DPC INDUSTRIES	24369	\$40.00	CHLORINE
01/20/21	SHERRY ELLIOT	24370	\$85.39	TITLE CHECK REFUND
01/20/21	FMIC	24371	\$135.08	2019-2020 TRANSIT LOSS MODEL
01/20/21	HPE INC	24372	\$136.00	JANUARY PREVENTIVE MAINTENANCE
01/20/21	JOE LOPEZ	24373	\$150.00	WATER TREATMENT OPERATOR A EXAM



01/20/21	EL PASO COUNTY MOTOR	24374	\$4.76	FLEET RENEWAL
01/20/21	RAMPART	24375	\$24.83	PARTS FOR FOREST LAKES PLANT
01/20/21	SPRINT	24376	\$528.43	EMPLOYEE CELL PHONES
01/20/21	TREATMENT TECHNOOGY	24377	\$462.40	SODIUM HYPOCHLORITE
01/21/21	BADGER METER	24378	\$94,886.00	E-METERS OF METER CHAGEOUTS
01/21/21	PIONEER	24379	\$1,479.78	ROAD BASE FOR WATER MAIN BREAK
01/21/21	SPECIAL DISTRICT ASSOC	24380	\$225.00	LEADERSHIP ACADEMY - HAWKER
01/22/21	TDC POSTAGE	ACH	\$1,200.00	JANUARY POSTAGE
01/25/21	CONTINENTAL UTILITY SOL	24381	\$2,000.00	CUSI CWP ANNUAL SERVICE
01/25/21	GOODYEAR	24382	\$475.24	NEW TIRE FOR DUMP TRUCK
01/25/21	GRAINGER	24383	\$979.73	CLIPBOARDS/ METERS FOR ELECTRIC CHECKS
01/25/21	PINNACOL ASSURANCE	24384	\$2,206.00	WORKERS COMPENSATION
01/25/21	SCADATEC	24385	\$280.00	ANNUAL CONTRACT FOR SCADA PHONE ALARM DIALER
01/25/21	STANDARD INS	24386	\$930.05	DISABILITY - FEBRUARY 2021
01/25/21	COLORADO CLEANING	24387	\$321.50	JANITORIAL SERVICES FEBRUARY
01/26/21	DELUXUX BUS SYS	ACH	\$72.11	DEPOSIT SLIPS
01/27/21	PILOT	ACH	\$54.24	JANUARY FUEL EXPENSES
01/27/21	COMCAST BUSINESS	24388	\$971.56	PHONE BILL (719) 488-3603
01/27/21	VOID	24389		VOID
01/27/21	PATE CONSTRUCTION	24390	\$151,803.35	WATERLINE REPLACEMENT 2020
01/27/21	COLO SPECIAL DISTRICTS	24391	\$4,671.00	AUDIT INVOICE YEAR 2020
01/27/21	LINCOLN LIFE	24392	\$5,866.71	457 PLAN JANUARY 2021
01/27/21	M.W. WATERMARK	24393	\$25,691.25	PLATE FILTER PRESS & DEWATERING EQUIPMENT
01/27/21	RAMPART	24394	\$68.00	PIPE, NIPPLES, COUPLERS
01/28/21	HEARTLAND	ACH	\$45,952.52	JANUARY 29TH PAYROLL

**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 WASTE PLANT EXEC SUMMARY  
From 1/1/2021 Through 1/31/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
<b>OPERATING REVENUE</b>			
PD-DONALA	767,858.00	109,199.02	(85.78)%
FOREST LAKES O & M PAYMENTS	90,704.00	6,053.06	(93.33)%
TRIVIEW O & M PAYMENTS	705,303.00	52,452.15	(92.56)%
Total OPERATING REVENUE	<u>1,563,865.00</u>	<u>167,704.23</u>	<u>(89.28)%</u>
<b>EXPENSES &amp; PROJECTS</b>			
<b>EXPENDITURES</b>			
CHEMICAL AND LAB	145,200.00	26,117.88	82.01%
REPAIR/MAINTENANCE	183,600.00	0.00	100.00%
TRUCK/MOWER EXP.	2,000.00	21.53	98.92%
UTILITIES	338,900.00	22,561.13	93.34%
CONTRACT SERVICES	31,700.00	6,583.00	79.23%
BIOSOLIDS HAULING	105,240.00	3,709.76	96.47%
TOOLS AND EQUIP.	5,000.00	75.80	98.48%
INSURANCE	111,000.00	38,983.98	64.88%
OFFICE EXPENSE	3,400.00	0.00	100.00%
TELEPHONE	6,600.00	588.51	91.08%
DISTRICT ENGINEER	26,525.00	0.00	100.00%
SALARIES	407,300.00	31,768.71	92.20%
PAYROLL TAXES	30,550.00	2,430.31	92.04%
457 PLAN	27,250.00	1,836.04	93.26%
TRAINING	10,000.00	0.00	100.00%
FEES, PERMITS	19,000.00	0.00	100.00%
PUBLICATION	600.00	0.00	100.00%
MISCELLANEOUS	2,000.00	0.00	100.00%
LEGAL EXPENSE	3,000.00	0.00	100.00%
AFCURE	50,000.00	625.28	98.75%
Total EXPENDITURES	<u>1,508,865.00</u>	<u>135,301.93</u>	<u>91.03%</u>
Total EXPENSES & PROJECTS	<u>1,508,865.00</u>	<u>135,301.93</u>	<u>91.03%</u>



WASTE PLANT - JAN. 2021				
DATE	VENDOR	CK#	AMOUNT	DESCRIPTION
01/04/21	ACZ LAB	1920	\$394.83	NONYLPHEN & MONTHLY COMPLIANCE
01/04/21	FOREST LAKES	1921	\$241.00	DECEMBER POTABLE WATER
01/04/21	HOLBROOK SERVICE	1922	\$732.06	REPLACED AIR TEMP SENSOR & BELT IN HEATER
01/05/21	AMERIGAS INC	1923	\$2,778.24	PROPANE 1ST, 2ND, 3RD, & 4TH TANKS
01/05/21	CARD SERVICES	1924	\$4,297.62	OFFICE SUPPLIES, WET TESTS, RISE BROADBAND
01/05/21	FRONTIER IT	1925	\$1,025.00	MONTHLY BILLING FOR FEBRUARY
01/05/21	OREILLY AUTO	1926	\$64.95	ANTIFREEZE FOR GENSET 3
01/05/21	SERVICE UNIFORM	1927	\$346.26	UNIFORM MAINTENACE THRU 12/22/20
01/05/21	VERIS	1928	\$1,833.99	SLUDGE HAULS WEEK ENDIG 12/31/20
01/05/21	USA BLUE BOOK	1929	\$138.00	SENSOR CAP FOR OXYGEN PROBE
01/08/21	KUBWATER RESOURCES	1930	\$1,509.53	4 BARRELS OF POLYMER
01/08/21	USA BLUE BOOK	1931	\$633.96	DISPOSABLE GLOVES
01/12/21	HOME DEPOT	1932	\$46.41	ICE MELT, DYASAND STRAINERS
01/12/21	LAW FIRM OF CONNIE KING	1933	\$925.00	PROFESSIONAL SERVICE DECEMBER 2020
01/12/21	MEYER & SAMS	1934	\$27.60	PROFESSIONAL SERVICES THRU 12/25/20
01/12/21	TIMBERLINE	1935	\$1,261.56	SMOKE DETECTORS/SBR ALARMING
01/12/21	VERIS	1936	\$983.58	SLUDGE HAULS WEEK ENDING 01/10/21
01/12/21	WASTE MANAGEMENT	1937	\$2,578.73	DECEMBER SLUDGE HAULS
01/13/21	ACZ LAB	1938	\$147.54	EFFLUENT TEST DATED 1/6/21 (MERCURY)
01/13/21	GARRISON MINERALS	1939	\$5,532.70	MAGNESIUM HYDROXIDE SLURRY
01/13/21	HOLBROOK SERVICES	1940	\$1,780.00	MAINTENANCE INSPECTION ON HEATERS
01/13/21	IDEXX LABORATORIES	1941	\$7,519.49	INCUBATOR, UV VIEWING CABINET, QUANTI-TRAY
01/14/21	MOUNTAIN VIEW ELECTRIC	ACH	\$19,618.00	DECEMBER ELECTRIC
01/20/21	ACZ LAB	1942	\$1,258.52	BASELINE, REG-85, MONTHLY COMPLIANCE
01/20/21	CENTURY LINK	1943	\$221.21	INTERNET@ WASTE PLANT
01/20/21	KUBWATER RESOURCES	1944	\$5,357.74	(4) DRUMS ZETAG
01/20/21	SPRINT	1945	\$367.30	EMPLOYEE CELL PHONES
01/21/21	AMERIGAS INC	1946	\$2,943.13	PROPANE 1ST, 2ND, 3RD, & 4TH TANKS
01/21/21	VERIS	1947	\$874.25	SLUDGE HAULS WEEK ENDING 01/17/21
01/25/21	ACZ LAB	1948	\$140.05	QUARTERLY COMPLIANCE DATED 01/06/21
01/25/21	GRAINGER	1949	\$75.80	EAR MUFFS/ POUROVER DECANter
01/25/21	STANDARD INS	1950	\$425.56	DISABILITY - FEBRUARY 2021
01/25/21	COLORADO CLEANING	1951	\$223.50	JANITORIAL SERVICES FEBRUARY
01/25/21	USA BLUE BOOK	1952	\$1,400.90	AMMONIA TESTS, PH SENSOR, BALANCE
01/27/21	USA BLUE BOOK	1953	\$3,104.73	ANALYTICAL BALANCE
01/27/21	VERIS	1954	\$1,851.93	SLUDGE HAULS & 2020 ANNUAL SAMPLING
01/27/21	LINCOLN LIFE	1955	\$2,653.04	457 PLAN JANUARY 2021

CHANDLER INFORMATION:

JANUARY 2021

GENERAL FUND: \$3,138,087 (invested) Market Value  
\$ 322,172 (Colorado State Bank)  
Next Maturity Date: 02/16/2021  
\$150,000  
BV RETURN: 0.11%

MEMO

**TO: Board of Directors**

**FROM: Jeff Hodge, General Manager**

**DATE: February 18, 2021**

**SUBJECT: Manager's Report**

**COVID** : We will be returning to a normal schedule starting March, 1, 2021. We will continue to follow local health department recommendations and requirements.

**Solids Handling Facility**: Staff and GMS are putting together a cost estimate to possible lease capacity to Tri-view and Forest Lakes to treat back wash from their water facilities.

**Pikes Peak Regional Water Authority**: I will be part of the four-person consultant selection committee for the Reuse and Storage study. The final product from this study is scheduled to be delivered by July 2021.

**Regionalization Subcommittee of PPRWA**: The next meeting will be held February 24<sup>th</sup> at Cherokee's offices. The Sub-committee will be reviewing an option being referred as "The Loop". I have attached a sketch of the concept by Jessie of Woodmoor WSD.

**Northern Water Delivery Line**: Tri-view continues to move forward with the permitting and construction of this project. Donala is reviewing it as a potential additional or alternate delivery system for our Ranch water and future Laughlin and Wastewater Return flows. Attached is the proposed alignment for this project.

**North Monument Creek Interceptor (NMCI)**: Nothing to report

**Colorado Water Congress Annual Conference**: Verbal Report will be given. Conference dates: Feb 9<sup>th</sup> and 12<sup>th</sup>.

**Status of Long-Term Water Supply Contract with Colorado Springs Utilities**:  
Nothing new to report.

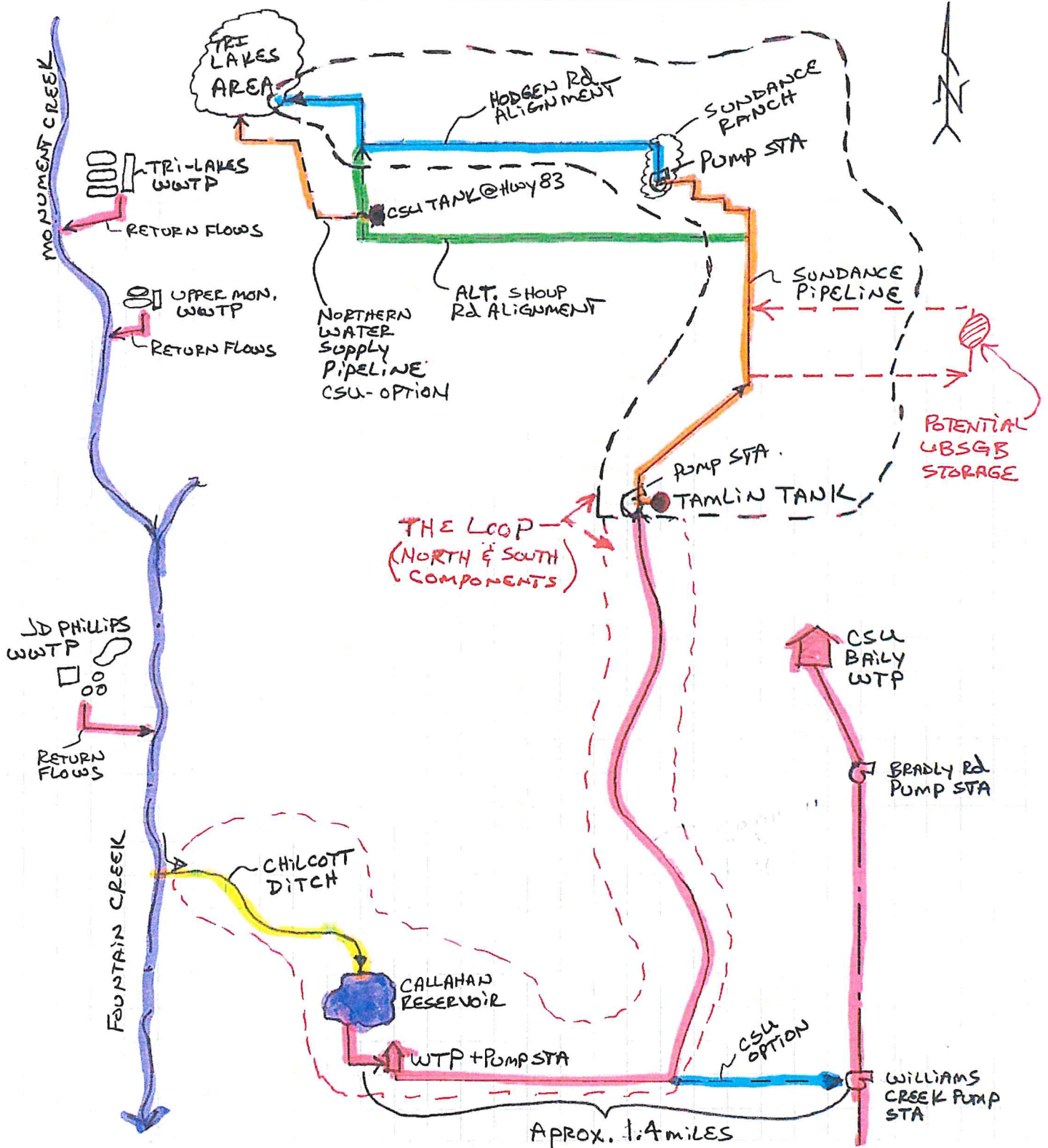
**Audit**: March 2021

**Board Workshop April 15<sup>th</sup>**



Lot \_\_\_\_\_ Blk \_\_\_\_\_ Subdivision \_\_\_\_\_ Water Tap Date \_\_\_\_\_ Depth \_\_\_\_\_  
 Address \_\_\_\_\_ Sewer Tap Date \_\_\_\_\_ Depth \_\_\_\_\_  
 General Contractor \_\_\_\_\_ Sub-Contractor \_\_\_\_\_  
 Inspected By \_\_\_\_\_

**OPTIONS SCHEMATIC**



The Loop Estimated Capital Costs

20 year cost  
Loop  
w/Treatment  
\$263,904,000

<u>Item</u>	<u>Estimated Cost</u>	<u>Source</u>
Regional Storage (3200 AF)	\$24,080,000	URS 2011 Memo
Improve Chilcott Ditch	\$5,000,000	TBD
Regional WTP + Pump Sta.	\$34,500,000	2017 Woodmoor LRP (will need refinement)
Construct Callahan to Sundance Pipeline w/Pump Sta.	\$43,884,000	TBD (\$6M pump Sta. + \$350/ft pipeline)
Construct Tamlin to Hodgen Pump Sta.	\$6,000,000	TBD (Assumed \$5.7M for 6MGD, Forsegren Area 3 PES)
Construct Sundance to Monument Pipeline	\$20,600,000	Forsegren Area 3 PES
<b>Total</b>	<b>\$134,064,000</b>	Expansion of Callahan Reservoir

The Loop - Estimated Yearly O & M Costs (Raw Water Delivery Only)

<u>Item</u>	<u>Estimated Cost</u>	<u>Source</u>
Regional WTP (6 MGD)	\$2,225,000	Tetra Tech 2017 Memo
Pipeline Maintenance	\$50,000	TBD
Pump Stations (6MGD)	\$1,516,000	TBD (assumes \$.09/KW-Hr.)
Reservoir Maintenance	\$50,000	TBD
<b>Total</b>	<b>\$3,841,000</b>	

The Loop - Estimated Yearly O & M Costs (Raw Water Delivery + Treatment by Each District)

<u>Item</u>	<u>Estimated Cost</u>	<u>Source</u>
Regional WTP (6 MGD)	\$2,225,000	Tetra Tech 2017 Memo
Pipeline Maintenance	\$50,000	TBD
Pump Stations (6MGD)	\$2,000,000	TBD
Reservoir Maintenance	\$50,000	TBD
Water Treatment By Each District After Delivery	\$2,167,000	Assumes \$1.90/kgal
<b>Total</b>	<b>\$6,492,000</b>	

	<u>CSU</u>	<u>Loop (w/o T)</u>	<u>Loop (w/T)</u>
Capital (\$)	\$63,752,000	\$134,064,000	\$134,064,000
O & M (\$/yr)	\$15,111,000	\$3,841,000	\$6,492,000

The Loop Payback Period = 6.24 yrs. Treatment After Delivery Excluded

Project Costs (NPV-Capital and O & M)						
Year	CSU	Cumulative	Loop	Cumulative	Diff. Cumulative (\$)	Diff. Cumulative (\$)
0	\$63,752,000	\$63,752,000	\$134,064,000	\$134,064,000	\$70,312,000	\$70,312,000
1	\$15,111,000	\$78,863,000	\$3,841,000	\$137,905,000	\$59,042,000	\$59,042,000
2	\$15,111,000	\$93,974,000	\$3,841,000	\$141,746,000	\$47,772,000	\$47,772,000
3	\$15,111,000	\$109,085,000	\$3,841,000	\$145,587,000	\$36,502,000	\$36,502,000
4	\$15,111,000	\$124,196,000	\$3,841,000	\$149,428,000	\$25,232,000	\$25,232,000
5	\$15,111,000	\$139,307,000	\$3,841,000	\$153,269,000	\$13,962,000	\$13,962,000
6	\$15,111,000	\$154,418,000	\$3,841,000	\$157,110,000	\$2,692,000	\$2,692,000
7	\$15,111,000	\$169,529,000	\$3,841,000	\$160,951,000	-\$8,578,000	-\$8,578,000
8	\$15,111,000	\$184,640,000	\$3,841,000	\$164,792,000	-\$19,848,000	-\$19,848,000
9	\$15,111,000	\$199,751,000	\$3,841,000	\$168,633,000	-\$31,118,000	-\$31,118,000
10	\$15,111,000	\$214,862,000	\$3,841,000	\$172,474,000	-\$42,388,000	-\$42,388,000
11	\$15,111,000	\$229,973,000	\$3,841,000	\$176,315,000	-\$53,658,000	-\$53,658,000
12	\$15,111,000	\$245,084,000	\$3,841,000	\$180,156,000	-\$64,928,000	-\$64,928,000
13	\$15,111,000	\$260,195,000	\$3,841,000	\$183,997,000	-\$76,198,000	-\$76,198,000
14	\$15,111,000	\$275,306,000	\$3,841,000	\$187,838,000	-\$87,468,000	-\$87,468,000
15	\$15,111,000	\$290,417,000	\$3,841,000	\$191,679,000	-\$98,738,000	-\$98,738,000
16	\$15,111,000	\$305,528,000	\$3,841,000	\$195,520,000	-\$110,008,000	-\$110,008,000
17	\$15,111,000	\$320,639,000	\$3,841,000	\$199,361,000	-\$121,278,000	-\$121,278,000
18	\$15,111,000	\$335,750,000	\$3,841,000	\$203,202,000	-\$132,548,000	-\$132,548,000
19	\$15,111,000	\$350,861,000	\$3,841,000	\$207,043,000	-\$143,818,000	-\$143,818,000



The Loop Payback Period = 8.16 yrs. Treatment After Delivery Included

(NPV-Capital and O & M)					
Year	CSU	Cumulative	Loop	Cumulative	Diff. Cumulative (\$)
0	\$63,752,000	\$63,752,000	\$134,064,000	\$134,064,000	\$70,312,000
1	\$15,111,000	\$78,863,000	\$6,492,000	\$140,556,000	\$61,693,000
2	\$15,111,000	\$93,974,000	\$6,492,000	\$147,048,000	\$53,074,000
3	\$15,111,000	\$109,085,000	\$6,492,000	\$153,540,000	\$44,455,000
4	\$15,111,000	\$124,196,000	\$6,492,000	\$160,032,000	\$35,836,000
5	\$15,111,000	\$139,307,000	\$6,492,000	\$166,524,000	\$27,217,000
6	\$15,111,000	\$154,418,000	\$6,492,000	\$173,016,000	\$18,598,000
7	\$15,111,000	\$169,529,000	\$6,492,000	\$179,508,000	\$9,979,000
8	\$15,111,000	\$184,640,000	\$6,492,000	\$186,000,000	\$1,360,000
9	\$15,111,000	\$199,751,000	\$6,492,000	\$192,492,000	-\$7,259,000
10	\$15,111,000	\$214,862,000	\$6,492,000	\$198,984,000	-\$15,878,000
11	\$15,111,000	\$229,973,000	\$6,492,000	\$205,476,000	-\$24,497,000
12	\$15,111,000	\$245,084,000	\$6,492,000	\$211,968,000	-\$33,116,000
13	\$15,111,000	\$260,195,000	\$6,492,000	\$218,460,000	-\$41,735,000
14	\$15,111,000	\$275,306,000	\$6,492,000	\$224,952,000	-\$50,354,000
15	\$15,111,000	\$290,417,000	\$6,492,000	\$231,444,000	-\$58,973,000
16	\$15,111,000	\$305,528,000	\$6,492,000	\$237,936,000	-\$67,592,000
17	\$15,111,000	\$320,639,000	\$6,492,000	\$244,428,000	-\$76,211,000
18	\$15,111,000	\$335,750,000	\$6,492,000	\$250,920,000	-\$84,830,000
19	\$15,111,000	\$350,861,000	\$6,492,000	\$257,412,000	-\$93,449,000





**DEVELOPMENT UPDATE**  
**February 18, 2021**

No updates on the one inclusion and the lot consolidation along Struthers Road.  
No other active to report at this time.



## STATUS OF OPERATIONS

**2021 Water Demands:** The demands on the District's water supply have leveled off. The District delivered 11.215 MG (34.42 AF) of water in January, a 9.91% decrease over December in which we produced 12.448 MG (38.20 AF) of water. Of the 11.215 MG produced 7.160 MG or 21.97 AF (63.84%) was from the District's wells and 4.055 MG or 12.44 AF (36.16%) was from our Pueblo Board of Water Works water lease. Water demands are slightly less in January 2021 11.215 MG (34.42 AF) than they were in January 2020 11.697 MG (35.90 AF) a decrease of 4.12%.

**Water Plants:** The Holbein WTF has been cleaned and the piping work is scheduled for February 2-10. We still anticipate that the plant will be back on-line mid-February and then we will shut-down the R. Hull plant for annual cleaning.

**Wells:** I am working with Hydro Resources to see what is needed to get well 7D back on-line. There have been some staff changes at Hydro Resources and the prior point of contact is no longer with the company. I am now working with his replacement.

**Water Supply Outlook:** The current National Weather Service Climate Prediction Center forecast calls for higher chances of below-average precipitation across most of Colorado for the next three months. Temperatures are predicted to be above average across most of Colorado. Early season snowpack is 96% of normal in the Arkansas River basin and 80% statewide. We are tracking slightly less than the median snow fall and less than water year 2020. We currently have 12.71 AF (4.15 MG) of water in storage in our Long Term If-And When account in Pueblo Reservoir.

In 2020 with 847.724 AF of produced water, was the second highest usage year since 2013, with the highest being in 2018, 872.506 AF with an annual average of 813.178 AF over the last five years. 2020 also brought us the 3<sup>rd</sup> highest usage of the Arapahoe aquifer 137.826 MG (422.97 AF) and the 2<sup>nd</sup> highest usage of the Denver aquifer 25.891 MG (79.46 AF) since 2013 with the highest year of 162.787 MG (499.58) AF in 2018 and 26.335 MG (80.82 AF) in 2013, respectively.

**Capital Projects:** In regard to the Residuals Management Building (RMB), We ran the facility through another process and had some concerns, and the operators shut down the process. We got representatives on the phone from MW Watermark (manufacture of the press). Operators from Donala worked with MW Watermark representatives to run through the process. We were able to run through an entire process with some added knowledge from MW Watermark and feel comfortable that it is working properly. We will not be able to run another batch till middle to late March once we have built up enough residuals.

The 2021 waterline replacement project is still scheduled to go out to bid late February. We are at 97% completed drawings and approvals to send the package out to bid. We are just lacking final review from Dave (GMS Engineers) and completion of the quantities and bid form. I contacted the Vice-President of the Club Villa Townhomes to conduct a walk-through with them. We had our walk-through with them on February 3<sup>rd</sup>, there were no major concerns. We are still anticipating a late April or beginning of May start date.

**Overall Water System:** We met with Wazee Electric about the Variable Frequency Drive (VFD) at the Jessie water transfer station and are unable to repair it with out of service VFD's that we have. We will be purchasing a new VFD due to it being no longer supported due to the units age, and parts are no longer supplied or available. This new unit and installation are slated to be completed by the end of March.

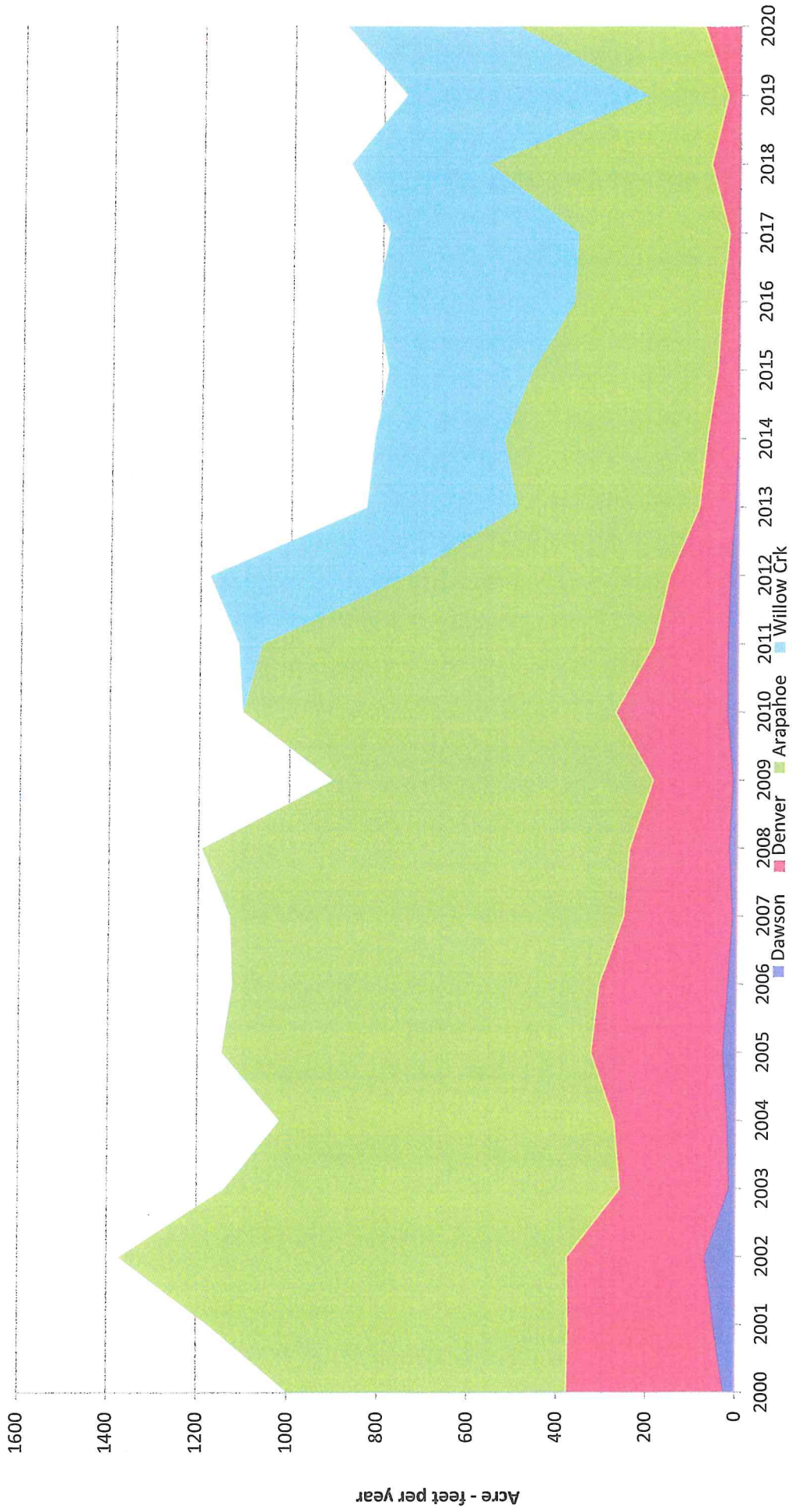
**Forest Lakes Metropolitan District:** We continue with water production, and infrastructure installation and inspection in the West Valley or Phase 5 project, as well as the new Falcon Commercial area just West and South of the Pilot Truck Stop. We also got the upper lift station cleaned. We have the 2-year warranty walk through scheduled for later this month with representatives from Wright Water Group and Velocity Contractors.

**Monument Sanitation District:** We have settled into having Monument Sanitation as part of our daily operations. The circuit breaker for pump #2 at the Trails End lift station has had no issues since our repairs and have cleaned the second vault at the Trails End Lift Station.

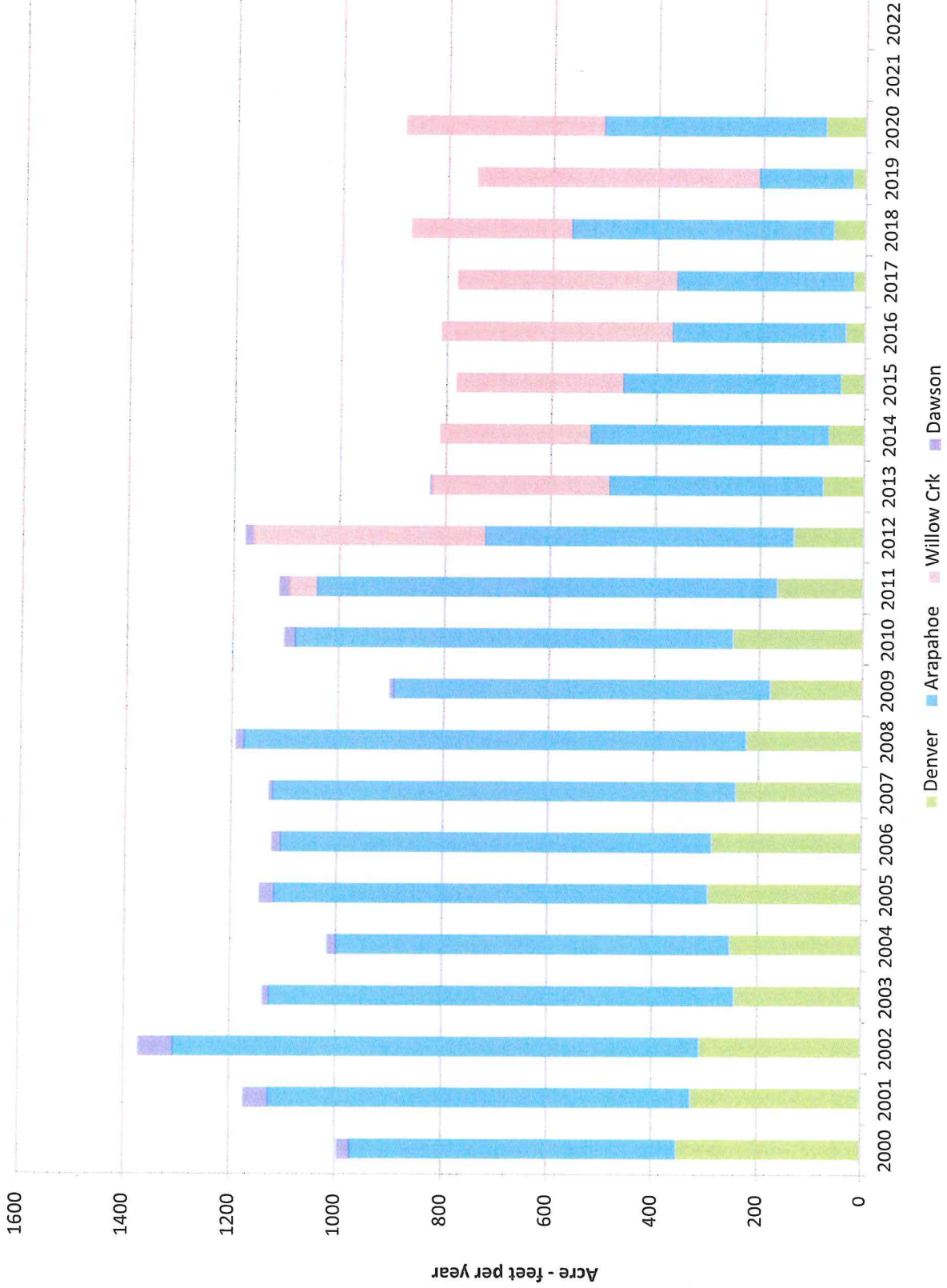
**Willow Creek Ranch:**



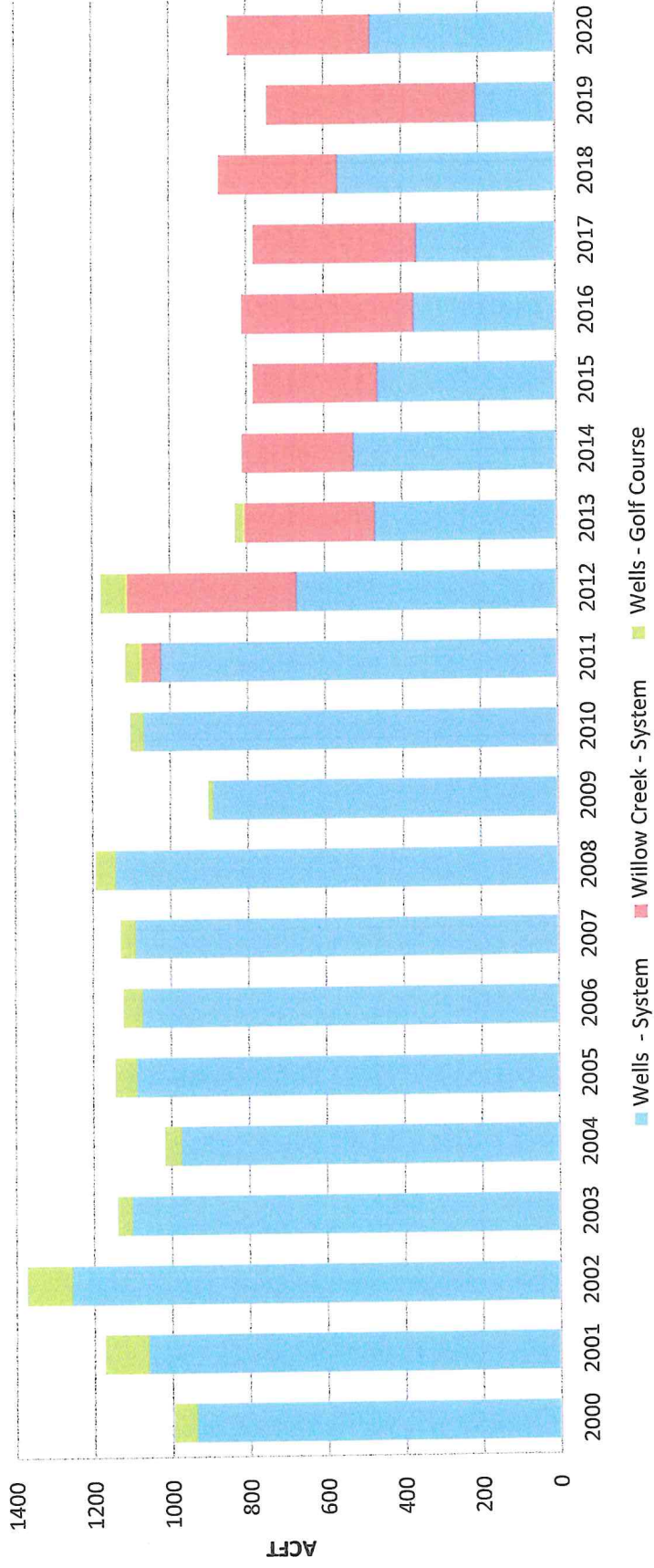
# Donala Pumping by Source Water



# Donala Pumping by Source Water



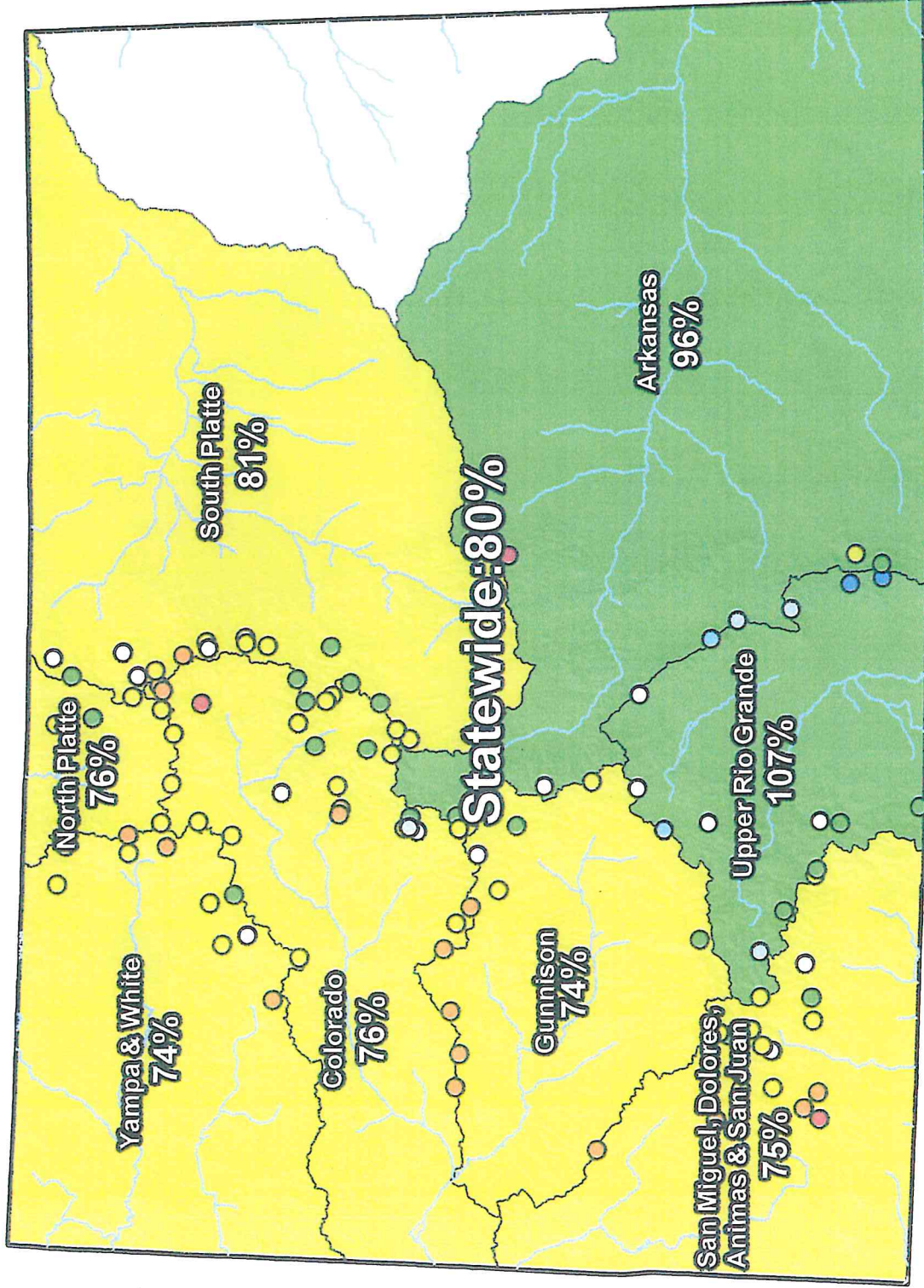
# Acre Feet by Water Source



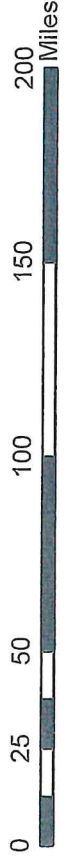


# Colorado SNOTEL Snow Water Equivalent (SWE) Update Map with Site Data

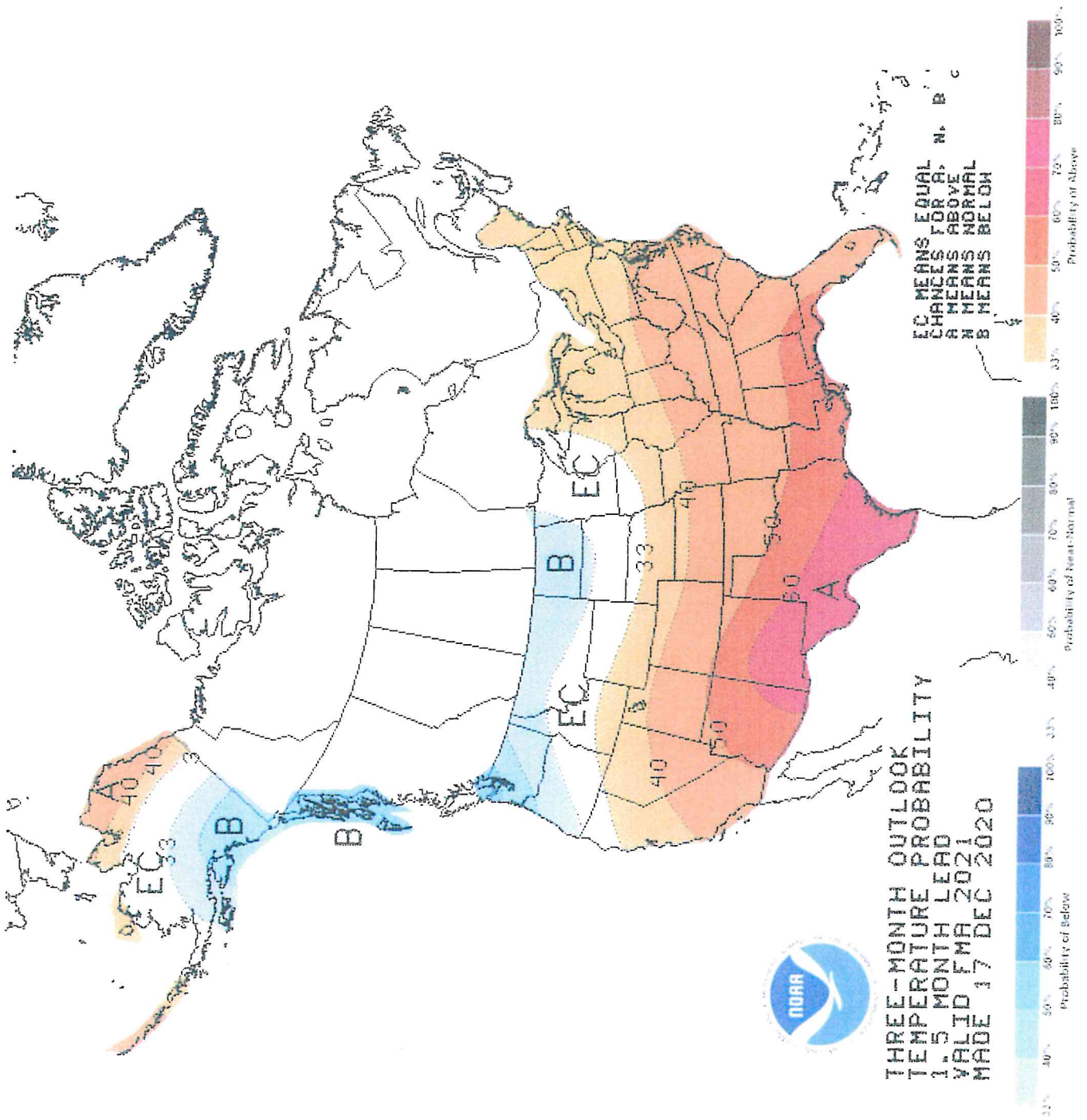
Current as of Jan 05, 2021



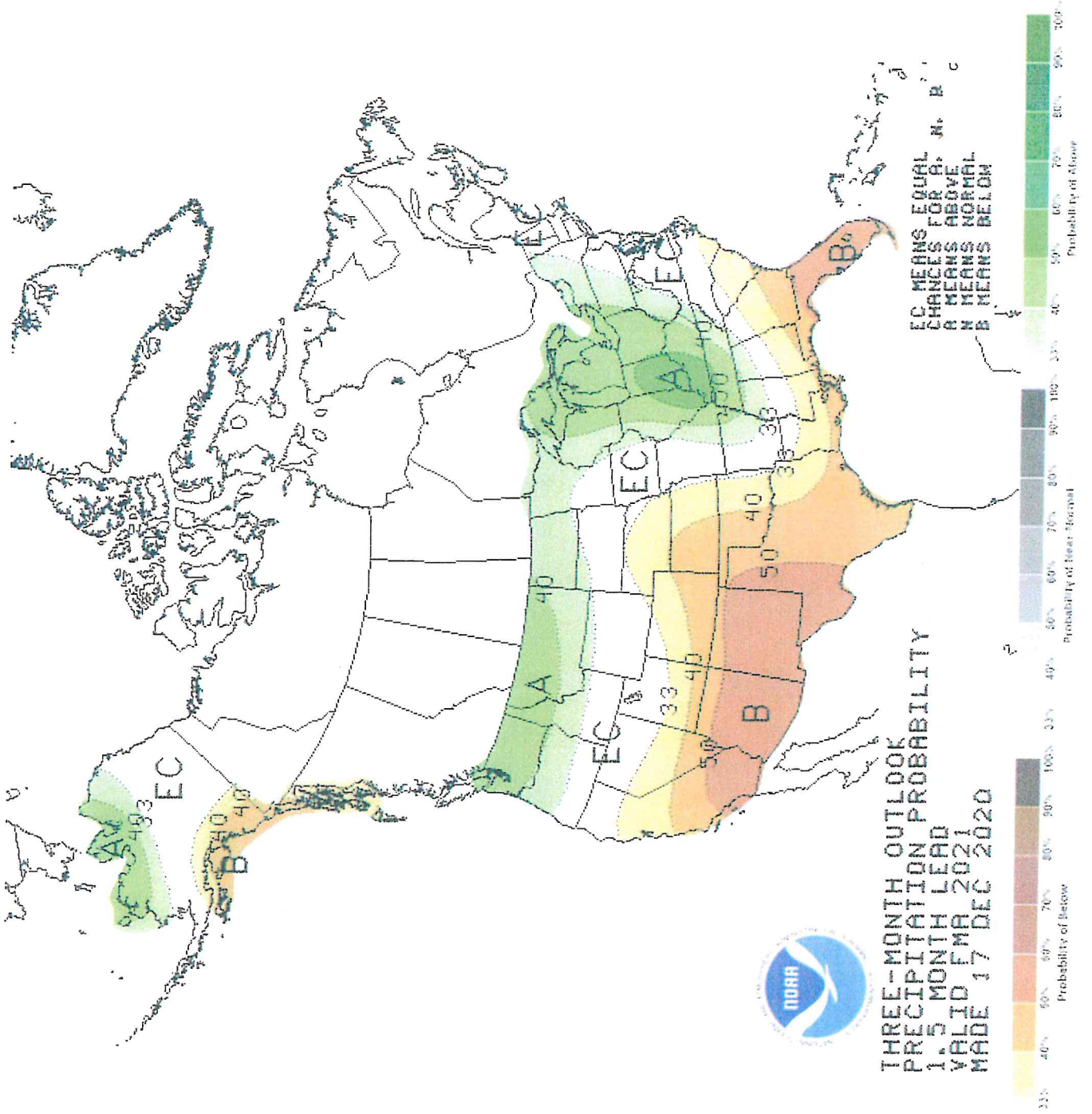
SWE	
Percent of Median	
○	Missing or Invalid
●	< 50
●	50 - 69
●	70 - 89
●	90 - 109
○	110 - 129
●	130 - 149
●	>= 150
○	SNOTEL



United States Department of Agriculture  
 Natural Resources Conservation Service







## Upper Monument Creek Regional WWTF

### UPS Site Construction

Ran into some difficulties with the road into the plant. The contractor had a large dirt pile our haulers had problems negotiating. Contacted Kendall with Brinkman and he had the road partially cleared giving us better access by the end of the day. Otherwise, we have not had any issues with construction - of course the builders have not yet begun work.

### Facility Operations

Our recent issues with foam have gotten better. #1 SBR has bare patches and about half the foam depth from my last report – 2 to 4 inches. #3 SBR is almost normal. We are watching for a foam return if the weather turns cold again for an extended period. We have adequate PAXX supplies on hand and are monitoring the SBRs. With the improved foam conditions, our effluent quality has improved and remains well within our permit requirements., and we expect no issues if current conditions hold. We lost one of our influent pumps to a bad vari-drive and we are working with Timberline to get a new one installed. Biosolids production, dewatering and hauling continues as normal. We have completed our annual Biosolids Report for the State. Despite beginning of the year lab and chemical purchases, we remain in good condition with respect to our budget.

### Laboratory

Amy Azevedo

Monthly and quarterly compliance samples, baseline samples, and Reg 85 samples were taken on Tuesday 1/5/2021, one week earlier than normal due to the COVID scheduling and sent to ACZ for analysis the same day. All results are within permit parameters. BOD, TSS, and TIN were sampled later than normal due to high solids carrying over from the SBR which is caused by filaments increasing foaming in the basins. That is under control now thanks to adding PAX to the SBRs, but the effluent BOD and TSS were higher, as expected, but still within the permit parameters and with a 95% reduction each. The PAX is only affecting the filaments, so the rest of the microorganisms are still abundant and active. E. coli was sampled earlier in the month with a higher than normal result, again, to be expected with the higher solids, but we are still well within our permit parameters. I am now using the IDEXX Colilert 24 method for testing E. coli and have reworked our bench sheets and SOP for the new method. I have also started a Quality Control spreadsheet for inhouse lab testing.

### 2021 Wastewater Demands

Mark D. Parker

The deliveries to the wastewater plant impacting the Donala Water & Sanitation Dist. portions are running below the allotted amount at the wastewater plant (0.680 MG/ Day or 21.080 MG). We delivered 12.281 MG (37.69 AF) for a daily average of 0.396 MG/Day. This amount is 11.52% increase over 2020 (11.520 MG or 35.35). We are currently using 58.24% of our capacity at the plant.

