MINUTES
Supervisory Committee Meeting
Thursday, August 16, 2018
South Platte Water Renewal Partners (SPWRP)
2900 South Platte River Drive, Englewood, CO 80110 - Conference Room 2:00 p.m.

COMMITTEE MEMBERS PRESENT:

Maria D’Andrea  City of Englewood, Public Works Director
Eric Keck   City of Englewood, City Manager
Keith Reester    City of Littleton, Public Works Director
Mark Relph   City of Littleton, City Manager

COMMITTEE MEMBERS ABSENT:

N/A

STAFF PRESENT:

Kacie Allard   Acting BAC Deputy Director, & Communications Supervisor
Tom Brennan   City of Englewood, Utilities Director
Alison McKinney Brown  City of Englewood, Attorney
Kurt Carson    Deputy Director of Operations & Maintenance (O&M) Solutions
Blair Corning    Deputy Director of Strategic Programs
Paul Gaetano   Operations & Maintenance Assistant Superintendent
Vince Heiken   Maintenance Superintendent
Matt Montgomery  Hill & Robbins, SPWRP Attorney
Pieter Van Ry   SPWRP Director
Brenda Varner   Government Communications Specialist

GUESTS PRESENT:

Cynthia Lane   Assistant Manager, Platte Canyon Water & Sanitation District

I. Call to Order

The August Supervisory Committee (Committee) meeting was called to order by Blair Corning, Deputy Director of Strategic Programs of the South Platte Water Renewal Partners (SPWRP). Blair introduced the Committee to the new SPWRP Director, Pieter Van Ry.
II. Consideration of Minutes for Previous Supervisory Committee Meetings

The July Supervisory Committee meeting minutes were approved via email by Eric Keck, Keith Reester and Maria D’Andrea on July 11, 2018. Mark Relph abstained since he was not present at the July Committee meeting.

III. Action Item(s)

Purchase of Seal Analytical AQ300 – Discrete Analyzer:
Blair Corning discussed the purchase recommendation for a new Discrete Analyzer for the SPWRP laboratory. SPWRP staff recommends purchasing a Seal Analytical AQ300 – Discrete Analyzer, in the amount of $36,835. This instrument is used to run tests on SPWRP permit and process control samples as well as samples tested as part of the river monitoring program. The volume of workload performed on the Discrete Analyzer makes it a key instrument in the lab. Replacing the 8-year-old Discrete Analyzer with a state-of-the-art Seal Analytical AQ300 instrument will help restore analytical capabilities, increase productivity and reduce staff overtime expenses.

**ACTION TAKEN** – The Supervisory Committee considered a motion to approve the recommended purchase for the Seal Analytical AQ300 – Discrete Analyzer, in the amount of $36,835. Eric Keck moved, Mark Relph seconded, all ayes, no nays. Motion approved. SPWRP staff plans to present this purchase to the Englewood City Council for consideration in September 2018.

2019 Proposed SPWRP Budget:
Blair Corning presented a budget memo to the Committee, discussing the details of the 2019 Proposed SPWRP Budget, which is estimated at $27,359,555.00. This proposed amount represents an increase of $489,764.00 over the 2018 Adopted SPWRP Budget. The increases have come from four cost centers:

- Permit-driven capital needed in order to develop, design, and pilot-test facilities necessary to comply with compliance schedules contained in the recently issued wastewater discharge permit.
- Aging infrastructure and deferred maintenance necessitated by a need for increased capital as well as the need for more aggressive repair and maintenance programs.
- Projected capital rollover from the biogas project accounts for $3.5M of the 2019 budget.
- Workforce optimization such as investments in new programs, equipment, and organizational initiatives that increase production, efficiency and effectiveness of operations are included in the 2019 budget.
The 2019 Proposed SPWRP Budget reflects the beginning of a phase that the SPWRP presently forecasts will require $70M over the next five years to meet permit-driven treatment requirements as well as facility rehab and replacement needs.

**ACTION TAKEN** – The Supervisory Committee considered a motion to approve the 2019 Proposed South Platte Water Renewal Partners (SPWRP) Budget, in the amount of $27,359,555.00. Mark Relph moved, Keith Reester seconded, all ayes, no nays. Motion approved. SPWRP staff plans to present the 2019 Proposed SPWRP Budget to the Englewood City Council for consideration in September and October of 2018.

IV. Informational Items

SPWRP Staff discussed the informational items below with the Supervisory Committee:

- SPWRP Website Update
  - New website launched on Monday, August 13, 2018
  - www.SPWaterRenewalPartners.org
- Regulatory Update
- Three (3)-Month Outlook for Supervisory Committee Action Items
- WWTP Influent Flow and Load Summary:
  - The measured flow to the SPWRP averaged 20.3 mgd in June 2018, which is a decrease of 1.8 mgd from June 2017. The measured flow split was 42.4 / 57.6 percent between the cities of Littleton and Englewood
  - The measured flow to the SPWRP averaged 20.3 mgd in July 2018, which is a decrease of 0.6 mgd from July 2017. The measured flow split was 42.4 / 57.6 percent between the cities of Littleton and Englewood.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, September 20, 2018, from 9:00–10:30 a.m., at South Platte Water Renewal Partners.

Adjourned at 3:30 p.m.

Recording Secretary Signature

Brenda J. Varner

The SPWRP Supervisory Committee approved the August 16, 2018 meeting minutes via email on August 20 and 22, 2018. Mark Relph, Eric Keck, Maria D’Andrea, and Keith Reester voted, all ayes, no nays. Minutes approved.