

MINUTES

Supervisory Committee Meeting

Thursday, September 24, 2020; meeting held virtually through Microsoft Teams – 9 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

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

COMMITTEE MEMBERS ABSENT:

None

STAFF PRESENT:

Kacie Allard	SPR Deputy Director – Business Solutions
Blair Corning	SPR Deputy Director – Environmental Programs
Dan DeLaughter	SPR Data & Regulatory Programs Manager
Samma Fox	City of Littleton, Assistant to the City Manager
Vince Heiken	SPR Operations & Maintenance Superintendent
Alyssa Hoffman	SPR Business Services Specialist
Matt Montgomery	Hill & Robbins, SPR Attorney
David Robbins	Hill & Robbins, SPR Attorney
Maria Sobota	City of Englewood, Finance Director
Brian Tracy	SPR Deputy Director – Operations & Maintenance
Pieter Van Ry	SPR Director
Brenda Varner	SPR Government Communications Specialist
Chong Woo	SPR Deputy Director – Engineering

GUESTS:

Cynthia Lane	Platte Canyon Water & Sanitation District, Assistant Manager
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I. Call to Order

The September Supervisory Committee meeting was called to order by Pieter Van Ry, Director of South Platte Renew (SPR). Director Van Ry welcomed everyone to the Microsoft Teams conference call.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The August Supervisory Committee meeting minutes were approved unanimously via email by Committee Member Reester, Committee Member D'Andrea, Committee Member Relph and Committee Member Lewis on September 28 and 29, 2020.

III. Action Item(s)

USGS Water Monitoring Station Agreement:

Blair Corning, SPR Deputy Director – Environmental Programs, presented the Committee with a recommendation to approve SPR's portion of the United States Geological Survey (USGS) Joint Funding Agreement for Gaging and Monitoring Stations, in the amount of \$27,856. Deputy Director Corning further recommended that the Committee approve SPR staff and Englewood Utilities staff taking this Intergovernmental Agreement forward to the Englewood City Council for their consideration to approve by Ordinance.

The City of Englewood Utilities Department and SPR contribute funding to maintain two (2) flow gauges and one (1) water quality monitoring station along the South Platte River. Information from this equipment is used to make calls for water releases from Chatfield to maintain necessary water levels at the Union Avenue reservoir and determine the State of Colorado water quality permit requirements for the SPR facility. Additionally, SPR relies on the continuous temperature data from the water quality monitoring station for its monthly Discharge Monitoring Reports.

For this Joint Funding Agreement, SPR will contribute \$27,856 for the gaging station and monitoring station located near the SPR facility. The City of Englewood Utilities Department will contribute \$12,266.00 for the Union Avenue gaging station located at Union Avenue. USGS Cooperative Matching Funds (CMF) and USGS National Streamflow Information Program (NSIP) contributes \$20,339 through the agreement.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve funding for South Platte Renew's portion of the USGS Joint Funding Agreement for Gaging and Monitoring Stations, in the amount of \$27,856. Committee Member Lewis moved to approve the recommendation, Committee Member Relph seconded the motion, four ayes, and zero nays. Motion approved. City of Englewood Utilities staff will bring the USGS Joint Funding Agreement to the Englewood City Council for their consideration by Ordinance in November 2020.

SPR Farm Lease Agreement Renewals:

Deputy Director Corning discussed a recommendation for the Committee to approve the renewal of four (4) amended farm lease agreements between the Cities of Littleton and Englewood and its existing Lessees. Amendments to the lease agreements include increased cash rent for a total annual revenue of \$114,771.60 for 7,530.6 acres. Each lease term is for one (1) year, with annual renewals for five (5) years commencing on January 1, 2021, and ending on December 31, 2025. Deputy Director Corning further recommended

the Committee endorse SPR seeking approval by Ordinance for the farm leases from the Littleton and Englewood City Councils.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the renewal of four amended farm lease agreements between the Cities of Littleton and Englewood and its existing Lessees. Amendments to the farm lease agreements include increased cash rent for a total annual revenue of \$114,771.60 for 7,530.6 acres. The leases are for the term of one year, renewable annually for five years commencing on January 1, 2021, and ending on December 31, 2025. Committee Member Lewis moved to approve the recommendation, Committee Member Relph seconded the motion, four ayes, and zero nays. Motion approved. SPR staff will bring the four (4) farm lease agreements to the Littleton and Englewood City Councils for their consideration by Ordinance in November 2020.

Crane Truck – Purchase Recommendation:

Brian Tracy, SPR Deputy Director – Operations and Maintenance (O&M), presented the Committee with a recommendation to approve a purchase order through Sourcewell with Altec Industries, Inc., in the amount of \$122,468, for one (1) 2019 Ford F550 crane truck for the SPR facility.

Deputy Director Tracy discussed how SPR's current 2002 one-ton Chevrolet crane truck does not meet all SPR needs, has exceeded its service-life, and is expensive to maintain and repair. The need for a new crane truck was identified in the 2019 Capital Planning process and included in the 2020 Capital Budget. Purchasing a new crane truck will reduce crane rental costs, allow more effective and timely project completion, reduce annual service costs, and allow staff to utilize it across divisions.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a purchase order through Sourcewell with Altec Industries, Inc., in the amount of \$122,468, for one (1) 2019 Ford F550 crane truck for the SPR facility. Committee Member Relph moved to approve the recommendation, Committee Member D'Andrea seconded the motion, four ayes, and zero nays. Motion approved.

IV. Informational Items

SPR staff discussed these informational items with the Committee:

- CSU Biosolids Research Partnership:
 - Deputy Director Corning and SPR legal counsel, David Robbins with Hill & Robbins, discussed the renewal of SPR's Cooperative Biosolids Land Application Research Project with Colorado State University (CSU) for 2021. CSU has partnered with SPR to study the beneficial use of biosolids since 1982. In 2015, Englewood City Council passed an Ordinance (8-2015) allowing for the annual renewal of the Intergovernmental Agreement and research partnership between CSU and SPR, which can be signed by the

SPR Director. A proposal outlining a yearly cost of \$96,272 for 2021 has been received and reviewed. This \$96,272 amount is within the amount budgeted by SPR for 2021.

- Director's Update
 - Director Van Ry presented the Committee with a new approach to the Director's Update. Each Deputy Director will report on updates from their respective departments each month.
 - Kacie Allard, Deputy Director – Business Solutions, discussed a Business Solutions project involving the development of a virtual SPR facility tour video that will be provided to schools and external stakeholders to assist educators with virtual curriculum during the pandemic and beyond. SPR's virtual tour video will be shared with both cities' Communication departments, posted on SPR's website, and played during the October Supervisory Committee meeting. This project received CARES Act funding.
 - Deputy Director Corning reviewed two (2) legislative tours where SPR staff walked State legislators through the SPR facility and the Biogas Recovery Facility project. SPR staff received valuable feedback from the legislators on issues surrounding PFAS, last year's renewable gas bill legislation, and the current low-carbon fuel standard legislation. Director Van Ry offered SPR's experience with the Biogas Recovery Facility project as an educational resource for the legislators to utilize for more information regarding any future legislation. These tours were key to building stronger connections with our legislators and SPR plans on continuing additional tours in the fall after the election.
 - Deputy Director Tracy shared how SPR's Beneficial Use team helped the City of Westminster setup their Beneficial Use program. SPR's team was there from a supportive and mentoring standpoint and developed a great partnership relationship with the City of Westminster. The SPR BU team are considered experts in their field and this is a noteworthy achievement of SPR personnel.
 - Chong Woo, Deputy Director – Engineering, reviewed the process of how SPR staff plans to conduct an entire plant shutdown in October. A plant shutdown has not occurred at SPR since the Phase 2 Project in 2008. This shutdown is required to install a new 12-inch valve in a process line for the Civil-Electrical Project. Deputy Director Woo thoroughly reviewed the shutdown procedure with the Committee, describing efforts to mitigate risk and conducting a practice shutdown on October 4, 2020 prior to the actual event.
 - Director Van Ry informed the Committee that SPR received its first Biogas Revenue check in the amount of \$92,950.27.

- Director Van Ry updated the Committee on five (5) awards SPR earned in 2020:
 - A local award from the Citizen’s Alliance for a Sustainable Englewood (CASE) for the completion of the Biogas Project.
 - A regional merit award called "Friends of RMWEA" from the Rocky Mountain Water Environment Association (RMWEA) for SPR’s support of RMWEA.
 - A national Project Excellence award from the Water Environment Federation (WEF) for the Biogas Project.
 - National recognition for “Utility of the Future Today (UOTF)” from the National Association of Clean Water Agencies (NACWA), Water Environment Federation (WEF), Water Research Foundation (WRF) and WaterReuse Association for the Biogas Project.
 - A national Peak Performance award from National Association of Clean Water Agencies (NACWA) for excellence in permit compliance.
- Three (3)-Month Outlook for Supervisory Committee Action Items
- SPR Influent Flow and Load Summary:
 - The measured flow to SPR averaged 17.0 mgd in August 2020, which is a decrease of approximately 1.5 mgd from August 2019. The measured flow split was 46.5 / 53.5 percent between the cities of Littleton and Englewood, respectively.
- Fiscal Management and Reporting

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, October 22, 2020, at 9:00 a.m. This meeting will utilize Microsoft Teams, until further notice.

Adjourned at 9:54 a.m.

Recording Secretary Signature _____

Brenda J. Varner

The SPR Supervisory Committee approved the September 24, 2020 meeting minutes via email on October 21, 22 and 25, 2020. Committee Member Reester, Committee Member D’Andrea, Committee Member Relph, and Committee Member Lewis voted; four ayes, no nays. Minutes approved.