

MINUTES

Supervisory Committee Meeting

Thursday, April 22, 2021; 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
Elizabeth DeWaard	SPR Government Communications Specialist
Samma Fox	City of Littleton, Assistant to the City Manager
Alyssa Hoffman	SPR Business Services Specialist
Jackie Loh	City of Englewood, Director of Finance and Administrative Services
Matt Montgomery	Hill & Robbins, SPR Attorney
Brian Tracy	SPR Deputy Director – Operations & Maintenance
Pieter Van Ry	SPR Director
Chong Woo	SPR Deputy Director – Engineering

GUESTS:

Steve Balcerovich	SPR Contract Lobbyist
Pat Fitzgerald	Platte Canyon Water & Sanitation District, District Manager
Cynthia Lane	Platte Canyon Water & Sanitation District, District Assistant Manager

I. Call to Order

The April Supervisory Committee meeting was called to order by Pieter Van Ry, SPR Director. Director Van Ry welcomed everyone to the Microsoft Teams conference call.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

The February Supervisory Committee meeting minutes were approved via email by Committee Member D'Andrea, Committee Member Relph, Committee Member Lewis, and Committee Member Reester on March 29, March 31, and April 16, 2021.

III. Action Item(s)

Farm Loader Replacement

Brian Tracy, SPR Deputy Director – Operations & Maintenance, presented the Committee with a recommendation to approve the purchase of one (1) 2021 Volvo L110H Wheel Loader for a quoted price of \$224,412, less the trade-in value of \$47,500 for the 2004 Volvo BM L90C, for a purchase total of \$176,912.

SPR utilizes Wheel Loaders as part of the Beneficial Use program to load biosolid material into spreaders for land application at the facility-owned farm. SPR's current Wheel Loader was purchased in 2004 and has accrued 6,783 hours in support of the program. Replacement of the current Wheel Loader is recommended based on an assessment by the City of Englewood Service Center.

SPR requested a bid to purchase a new 2021 Volvo L110H Wheel Loader from Power Equipment Company through a State Commodity and Service Agreement. In addition to purchasing, SPR evaluated three (3) options to lease the 2021 Volvo L110H Wheel Loader. Based on the cost and terms analysis of each option, SPR recommends purchasing the Wheel Loader.

Beginning with the 2022 SPR budget, SPR intends to create a separate line item for equipment replacement, such as the Wheel Loader, and determine a schedule for regular replacement of aging equipment at the facility.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the purchase of one (1) 2021 Volvo L110H Wheel Loader in the amount of \$176,912.

Committee Member Lewis moved to approve the recommendation, Committee Member D'Andrea seconded the motion, four ayes, and zero nays. Motion approved.

SPR Procurement Policy Revisions

Kacie Allard, SPR Deputy Director – Business Solutions, presented the Committee with a recommendation to approve the Proposed Final SPR Procurement Policy (Policy) Version 3.

Since its implementation in 2019, SPR conducts an annual review of the Policy to identify areas of improvement and provide further clarification of the Policy's terms. The Policy revisions include updating all Policy Branding, adding an On-Call Contracting Services

Agreement under Section 10.0 Contracts, and adding Construction Contracts under Section 10.0 Contracts.

This Policy was previously presented at the February 25, 2021 Supervisory Committee meeting. At the Committee's request, SPR acquired additional legal and financial approvals before presenting the Policy again at the April 22, 2021 meeting. SPR received approval from SPR legal counsel, City of Englewood (COE) and City of Littleton (COL) Attorneys, and the COL Finance Director. The COE Finance Director deferred approval to the Committee.

ACTION TAKEN – *The Supervisory Committee considered the recommendation to approve the Proposed Final SPR Procurement Policy Version 3.*

Committee Member Reester moved to approve the recommendation, Committee Member Relph seconded the motion, four ayes, and zero nays. Motion approved.

IV. Informational Items

SPR staff discussed these informational items with the Committee:

- Legislative Update
 - Blair Corning, SPR Deputy Director – Environmental Programs, presented on SPR's legislative efforts. SPR utilizes the services of a contracted registered Colorado lobbyist, Steve Balcerovich, to assist SPR in staying apprised of legislation that could affect its operations. Mr. Balcerovich informed the Committee of lobbying efforts to date in support of SPR.

SPR aims to be an information resource to state legislators on wastewater and resource recovery. Dan DeLaughter, SPR Data & Regulatory Programs Manager, discussed various outreach, meetings, and facility tours with state legislators conducted by staff and Mr. Balcerovich. SPR meets with Mr. Balcerovich bi-weekly to discuss updates and legislative outreach strategy.

- Director's Update
 - Deputy Director Allard informed the Committee that SPR is in the planning stages for the 2021 Joint Council meeting, which will be hosted by COL Mayor, Jerry Valdes. The meeting is scheduled for Thursday, July 22, 2021, from 8:00 to 10:00 a.m. Before the Joint Council meeting, SPR will present the draft meeting agenda, PowerPoint, and main messaging to the Committee.
 - Deputy Director Corning provided an update on ongoing meetings and communications with the Colorado Department of Public Health and Environment (CDPHE) regarding the chemical approval process. After the first meeting, SPR submitted a letter to CDPHE summarizing the discussion

and asked to continue conversations between the two organizations to work collectively on the chemical approval process.

- Deputy Director Tracy reported on SPR's participation in the Voluntary Incentive Program, which encourages facilities to make voluntary nutrient reductions in exchange for extended compliance deadlines. SPR expects to meet all targets and goals for 2021 as part of the program.
- Chong Woo, SPR Deputy Director – Engineering, presented the results of the Switchgear 2 replacement at the facility. The effort took many hours of coordination and planning from SPR staff and its contractors and was successfully completed in April 2021. The replacement marks a significant milestone in SPR's Civil-Electrical Improvements Project. The replacement of Switchgear 1 is forthcoming in spring 2021.
- Director Van Ry discussed ongoing meetings between various Utilities along the Front Range to coordinate approaches on current and future policies and legislation. These meetings offer an opportunity for all participants to collaborate and review important topics.
- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 16.9 mgd in March 2021, which is a decrease of approximately 2.4 mgd from March 2020. The measured flow split was 45.6 / 54.4 percent between COL and COE.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report and aggregate purchases report for February and March 2021.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, May 27, 2021, at 9:00 a.m. This meeting will utilize Microsoft Teams, until further notice.

Adjourned at 9:49 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the April 22, 2021 meeting minutes via email on May 25, 2021. Committee Member Lewis, Committee Member Reester, Committee Member D'Andrea, and Committee Member Relph voted; four ayes, no nays. Minutes approved.