

MINUTES

Supervisory Committee Meeting

Thursday, November 18, 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, Director of Public Works
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:

Blair Corning	SPR Deputy Director – Environmental Programs
Elizabeth DeWaard	SPR Government Communications Specialist
Kevin Engels	City of Englewood, Finance Manager
Samma Fox	City of Littleton, Assistant to the City Manager
Shannon Harney	Engineer I
Christine Hart	City of Englewood, Accounting Supervisor
Alyssa Hoffman	SPR Business Services Specialist
Jackie Loh	City of Englewood, Director of Finance
Caroline Miller	SPR Asset Manager
Matt Montgomery	Hill & Robbins, SPR Attorney
Kaitlin Parker	City of Englewood, Assistant City Attorney
Jamie Safulko	SPR Interim Deputy Director – Engineering
Brian Tracy	SPR Deputy Director – Operations & Maintenance
Pieter Van Ry	SPR Director

GUESTS:

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

The November 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

No action was taken on previous minutes.

III. Action Item(s)

Beneficial Use Truck Leasing Agreement

Caroline Miller, SPR Asset Manager, presented the Committee with a recommendation to approve a Beneficial Use Truck Leasing Agreement (Lease) with McCandless Truck Center, in the amount of \$119,232.

SPR recommends leasing three (3) trucks, which are needed to haul biosolids to the SPR-owned farm in eastern Colorado. SPR currently owns four (4) trucks that have reached the end of their useful life and have experienced maintenance issues.

SPR published a request for proposal on the Rocky Mountain E-Purchasing System and received two (2) proposals. SPR selected McCandless for the Lease, who demonstrated a complete understanding of the scope of work and met all required specifications. The Lease is for a one (1) year term, with the option for four (4) additional one-year rentals. A comprehensive maintenance package is included in McCandless' proposal, which will ensure the trucks remain in service.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the award of a Beneficial Use Truck Leasing Agreement to McCandless Truck Center, in the amount of \$119,232.

Committee Member D'Andrea 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:

- Director's Update
 - Blair Corning, SPR Deputy Director – Environmental Programs, discussed several site security initiatives at SPR, as well as recent pretreatment program enforcement actions.
 - Jamie Safulko, Interim Deputy Director – Engineering, provided an update on the asset management program. SPR held workshops with WSP, SPR's asset management consultant, to develop a scope of work for enhancing the facility's enterprise asset management software.
 - Brian Tracy, Deputy Director – Operations & Maintenance, reported the results of the CIRSA audit completed in October. SPR received no violations.

- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 16.4 mgd in October 2021, which is a decrease of approximately 0.1 mgd from October 2020. The measured flow split was 45.7 / 54.3 percent between the cities of Littleton and Englewood.
- Fiscal Management and Reporting
 - Director Van Ry presented the financial report and aggregate purchases report for September and October 2021.

V. Adjournment

The next Supervisory Committee meeting is scheduled for December 9, 2021, at 9 a.m., held virtually via Microsoft Teams.

Adjourned at 9:24 a.m.

Recording Secretary Signature _____

Elizabeth DeWaard

The SPR Supervisory Committee approved the November 18, 2021 meeting minutes during the December 9, 2021 Supervisory Committee Meeting. Committee Member D'Andrea, Committee Member Relph, and Committee Member Lewis voted; three ayes, no nays. Minutes approved. Committee Member Reester excused.