

MINUTES

Supervisory Committee Meeting

Thursday, October 26, 2023; meeting held via Teams – 9 a.m.

South Platte Renew (SPR)

2900 South Platte River Drive, Englewood, CO 80110

COMMITTEE MEMBERS PRESENT:

Jim Becklenberg	City of Littleton, City Manager
Shawn Lewis	City of Englewood, City Manager
Victor Rachael	City of Englewood, Public Works Director
Keith Reester	City of Littleton, Public Works & Utilities Director

COMMITTEE MEMBERS ABSENT BUT EXCUSED:

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 Business Solutions Supervisor
Shannon Harney	SPR Engineer I
Alyssa Hoffman	SPR Procurement Specialist
Zeena Williss Kohr	SPR Engineering Supervisor
Izaiah Kruenegel	SPR Deputy Director – Operations & Maintenance
Jackie Loh	City of Englewood, Finance Director
Victoria McDermott	City of Englewood, Deputy City Attorney
Matthew Montgomery	SPR Attorney, Hill & Robbins
Trudi Peepgrass	City of Englewood, Procurement Supervisor
David Robbins	SPR Attorney, Hill & Robbins
Jamie Safulko	SPR Deputy Director – Engineering
Anna Schroeder	SPR Engineering Supervisor
Amanda Smokoff	SPR Engineer III
Brent Soderlin	City of Littleton, Deputy Public Works & Utilities Director
Pieter Van Ry	SPR Director
Roxanne Ward	SPR Records & Information Specialist

GUESTS:

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

The October Supervisory Committee meeting was called to order by Pieter Van Ry, SPR Director. Director Van Ry welcomed everyone to the meeting.

II. Consideration of Minutes for Previous Supervisory Committee Meetings

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the September 14, 2023, Supervisory Committee meeting minutes.

Committee Member Lewis moved to approve the minutes, Committee Member Becklenberg seconded the motion, four ayes, and zero nays. Minutes approved.

III. Action Item(s)

Roofing Repairs Project – Tecta

Shannon Harney, SPR Engineer I, presented the Supervisory Committee with a recommendation to approve a Contract for Services with Tecta America (Tecta), in the amount of \$108,230, for the Roofing Repairs Project.

After heavy periods of rain in 2023, SPR discovered leaks in two (2) sections of the Dewatering Building roof, Sections E and A, located above critical process equipment and staff offices. The Dewatering Building roof was installed in 2000 and is no longer under warranty. Due to the severity of the damage on the roof, the age, and the criticality of the equipment housed below these sections, SPR recommends replacing this roof. A twenty (20) year warranty will be applied with the installation of a new roof.

SPR staff contacted three (3) qualified contractors to provide quotes for the Roofing Repairs Project. Based on the review of the submitted quotes, SPR recommends selecting Tecta to complete the project as they have the necessary experience and capabilities. Tecta is a trusted roofing repair facility that has completed services at SPR and a site-wide roofing assessment in 2022. Tecta has a good working relationship with SPR, mobilizing quickly to develop scopes of work and address emergency leaks.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Contract for Services with Tecta America, in the amount of \$108,230, for the Roofing Repairs Project.

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

Headworks Improvements Project – Design Phase

Amanda Smokoff, SPR Engineer II, presented the Supervisory Committee with a recommendation to approve Contract Amendment #2 to the Professional Services

Agreement with Brown and Caldwell, in the amount of \$499,870, for the Headworks Improvements Project (Project) Design Phase.

The 2019 Master Plan identified the need to address the Headworks facility's aging infrastructure and operational inefficiency. This Project will address near-term asset replacement and increase process performance to protect downstream treatment processes. SPR selected Brown and Caldwell using a competitive proposal process for the Evaluation and Assessment Phase. The Supervisory Committee approved the Contract for Services in April 2022. In this phase, Brown and Caldwell completed an infrastructure condition assessment to identify assets needing replacement and evaluate potential areas for process performance improvement.

SPR recommends selecting Brown and Caldwell as an Optimal Source for the Project's Design Phase. Utilizing Brown and Caldwell's proven past experience on this Project will create schedule and cost efficiencies, as well as continuity as the Project moves into design. Brown and Caldwell continue to be industry experts in addressing SPR's top priorities regarding the Headworks improvements. They have demonstrated their experience and expertise to complete the scope of the Project and meet all SPR requirements.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Contract Amendment #2 to the Professional Services Agreement with Brown and Caldwell, in the amount of \$499,870, for the Design Phase of the Headworks Improvements Project.

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

Xcel Energy Temporary Easement

Jamie Safulko, Deputy Director – Engineering, discussed with the Committee a request from Xcel Energy (Xcel) for an easement to install electrical poles to serve a micro-housing community constructed by the City of Denver.

Xcel is seeking to install poles on SPR property in the northeast corner of the facility to supply power to micro-housing units being constructed by the City of Denver. SPR staff met with Xcel to understand their needs and subsequently met with SPR legal counsel, Hill & Robbins, to determine the impacts of the easement to the SPR facility and to stakeholders.

A permanent change to the land easement requires approval by both the City of Englewood and the City of Littleton Councils. However, Xcel is requesting a temporary easement due to time constraints on constructing the micro-housing units.

SPR Legal Counsel, David Robbins, discussed options of SPR taking a permanent easement to both City of Englewood and City of Littleton Councils for approval and,

alternatively, the Supervisory Committee's ability to authorize SPR to execute a temporary license agreement that would allow temporary installation of the power line with the requirement that a permanent easement subsequently be brought to both City Councils for approval.

The Supervisory Committee, SPR staff, and SPR Legal Counsel discussed each option and the Committee agreed that a temporary license agreement is recommended to meet the need to expedite the installation. If a temporary license agreement is executed, it would require that the poles to be removed if both Councils do not agree to Xcel's permanent easement request. The temporary license agreement will consider site safety and SPR and Englewood's needs for this land for current and future use with no impacts on current operations. SPR would subsequently take the permanent easement change to both Councils for approval.

ACTION TAKEN – The Supervisory Committee moved to authorize SPR's Director to execute a temporary license agreement with Xcel Energy to serve the development of a micro-housing community.

Committee Member Lewis moved to authorize the action, Committee Member Becklenberg seconded the motion, four ayes, and zero nays. Motion approved.

IV. Informational Items

SPR staff discussed these informational items with the Committee:

- Alarm Management Improvements
 - Amanda Smokoff presented an update on alarm management improvements to analyze and reduce frequently repeating alarms. This effort has led to over 50 setpoint changes, the completion of two (2) internal optimization projects, and the identification of assets for replacement in upcoming maintenance and capital projects.
- SPREE Dashboard
 - Shannon Harney presented an update on the South Platte Renew Environmental Excellence (SPREE) Committee, which analyzes environmental data, tracks sustainability projects and initiatives, and develops ideas for environmental stewardship. The Committee identified five (5) major focus areas (energy, emissions, biogas, waste, and water) to track via a dashboard to quickly assess the process areas using the most resources and identify any spikes to develop optimization, repair, or savings opportunities.
- Director's Update
 - Kacie Allard, SPR Deputy Director – Business Solutions, informed the Committee of a three-part water module SPR is teaching to a 5th grade class at Greenwood Elementary to expand environmental literacy.


- Blair Corning, SPR Deputy Director – Environmental Programs, and Matt Montgomery, Hill & Robbins, reported they are monitoring a PFAS lawsuit with 3M and Dupont for its potential impact on SPR.
- Izaiah Kruenegel, SPR Deputy Director – Operations & Maintenance, discussed a tour with 10 students from Littleton’s EPIC Campus who spent time learning from SPR’s Operations, Lab, and Process Maintenance staff.
- Deputy Director Safulko informed the Committee that SPR is recommending an Owner’s Contingency for the Operations Complex and Admin Building Remodel Project. SPR will bring this as an action item at the November Committee meeting for approval.
- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 17.4 mgd in September 2023, which is an increase of 0.8 mgd from September 2022. The measured flow split was 46.1 / 53.9 percent between the Cities of Littleton and Englewood.
- SPR Voluntary Incentive Program Summary
 - SPR has received 4.6 years of credits and is on track to receive the full extension of 10 years. As of September 2023, SPR has achieved 137 days toward its target treatment goals for Total Inorganic Nitrogen and 76 days for Total Phosphorus.
- SPR Pipeline Injection System Summary
 - In August 2023, SPR received \$1,225,754 in year-to-date gross receivables on the Pipeline Injection System. The current projected payback is August 2025.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report for August 2023 and the financial report and aggregate purchases report for September 2023.

V. Adjournment

The next Supervisory Committee meeting is scheduled for Thursday, November 16, 2023, at 9 a.m. via Microsoft Teams.

Adjourned at 10:12 a.m.
Recording Secretary Signature _____

**Elizabeth
DeWaard**

 Digitally signed by Elizabeth
DeWaard
Date: 2023.11.16 15:20:49 -07'00'

Elizabeth DeWaard

The SPR Supervisory Committee approved the October 26, 2023 meeting minutes during the November 16, 2023 Supervisory Committee Meeting. Committee Member Lewis moved to approve the minutes, Committee Member Reester seconded the motion, three ayes, and zero nays. Committee Member Becklenberg excused. Minutes approved.