

MINUTES

Supervisory Committee Meeting

Thursday, July 24, 2025; 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
Brent Soderlin	City of Littleton, Public Works & Utilities Director

STAFF PRESENT:

Kacie Allard	SPR Deputy Director – Business Solutions
Blair Corning	SPR Deputy Director – Environmental Programs
Elizabeth DeWaard	SPR Business Solutions Supervisor
Kevin Engels	City of Englewood, Director of Finance
Ryan Germeroth	City of Littleton, Public Works and Utilities Deputy Director
Shannon Harney	SPR Engineer II
Anthony Hernandez	SPR Engineer II
Alyssa Hoffman	SPR Procurement Specialist
Izaiah Kruenegel	SPR Deputy Director – O&M
Laurie Matta	City of Littleton, Director of Finance
Victoria McDermott	City of Englewood, Deputy City Attorney
Brianna Miller	SPR Engineer II
Matt Montgomery	SPR Attorney, Hill & Robbins
Nora Montross	SPR Engineering Intern
Trudi Peepgrass	City of Englewood, Procurement & Contracts Manager
David Robbins	SPR Attorney, Hill & Robbins
Angela Sapir	SPR Administrative Specialist
Bryan Schmerber	SPR Engineering Supervisor
Carly Schmidt	SPR Public Outreach and Marketing Administrator
Anna Schroeder	SPR Engineering Manager
Makenna Shaw	SPR Business Solutions Supervisor
Carly Spradlin	SPR Records Intern
Andrea Stucky Acob	SPR Environmental Scientist III
Malia Tuoti-Mariner	SPR Engineering Intern
Pieter Van Ry	SPR Director
Roxanne Ward	SPR Records and Information Specialist
Zeena Williss	SPR Engineering Manager

GUESTS:

None

I. Call to Order

The July 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 May 22, 2025, Supervisory Committee meeting minutes.

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

III. Action Items

SPR Farm Lease Agreement Renewals

Andrea Stucky Acob, SPR Environmental Scientist III, presented the Supervisory Committee with a recommendation to approve the renewal of four (4) amended lease agreements between the Cities of Littleton and Englewood (Cities) and their existing Lessees. Amendments to the lease agreements include increased cash rent for a total annual revenue of \$145,995.01 for 7,052.6 acres. The lease is for the term of one (1) year, renewable annually for five (5) years commencing on January 1, 2026, and ending on December 31, 2030. SPR further recommends that the Supervisory Committee endorse SPR seeking approval by ordinance for the leases from the Littleton and Englewood City Councils.

SPR manages 7,530.6 acres of farmland for the beneficial land application of biosolids, providing a sustainable and cost-effective alternative to landfill or composting. In 2024, the Beneficial Use Program avoided more than \$1 million in landfill costs and approximately \$750,000 in composting costs. Land application provides local farmers with nutrient-rich fertilizer, ensures SPR complies with regulatory requirements, strengthens partnerships with tenant farmers, and allows SPR to maintain control over the management and use of biosolids.

The existing lease agreements are between the Cities and Progressive Farms, Craig Farms General Partnership, Gary and Nancy Meier and Jason Meier (Meier), and Kent Beichle. The revised leases include updated cash rent rates based on 2024 agricultural benchmarks, as well as a reinstated requirement for SPR approval before tenants apply commercial fertilizer where biosolids are used. The cash rent for cropland has been increased to \$21.43/acre for the three (3) leases receiving biosolids application. While Meier is renewing only their cropland acres and not rangeland, SPR has potential interest from another tenant, and the land remains available for biosolids application. Additionally, SPR has renewed the

Beichle lease at a 25% discount since biosolids cannot be applied there due to nearby residences and odor concerns.

SPR recommends that the Supervisory Committee approve the renewal of four (4) amended lease agreements between Cities and their existing Lessees. Renewing the leases ensures program stability, provides predictable benefits to tenant farmers, and secures long-term capacity for biosolids application. Contingency plans are in place should land availability become constrained; however, SPR remains confident there is sufficient acreage to meet future needs.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve the amendments to four lease agreements between the Cities of Littleton and Englewood and the existing Lessees, and that SPR seek Littleton and Englewood City Council approval of the agreements by ordinance.

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

SPR Compensation & Classification Plan Structure Update

Kacie Allard, SPR Deputy Director – Business Solutions, presented the Supervisory Committee with a recommendation to approve an update to SPR's Compensation Plan that includes a 3% increase to all salary ranges in the salary structure to stay current with general consumer price index increases over the past two (2) years. Additionally, SPR recommends approval of targeted increases for Operations Supervisor and Operator positions, based on an updated market analysis. These adjustments will result in a total estimated annualized budget impact of \$116,792.

The proposed update has two components. First, a 3% upward adjustment to the salary structure, excluding Englewood Employee Association (EEA) positions, to account for inflationary impacts, regional wage growth, and long-term workforce stability. While the structure will increase, actual 2025 salary adjustments will follow the City of Englewood's increase, ensuring alignment with the City while keeping SPR's ranges competitive over time. The second component is targeted wage adjustments for Operations Supervisor and Operator positions based on a market analysis of comparable regional peers. The analysis identified significant pay gaps, and the recommended adjustments are designed to reduce turnover, improve retention, and strengthen SPR's competitiveness in the operations workforce. The proposed changes were reviewed with EEA leadership, who support the targeted increases for Operations roles.

This update follows the Supervisory Committee's May 2023 approval of an independent SPR compensation plan, which allows SPR to respond more quickly to market conditions without impacting the broader City of Englewood compensation system. The proposed changes carry an estimated annualized budget impact of \$116,792, including wages,

retirement contributions, and shift differential costs. Because implementation is scheduled to take place more than halfway through the year, SPR anticipates that the \$60,000 budgeted for market-based adjustments will be sufficient to cover the 2025 impact, with any minimal remaining costs absorbed through vacancy savings.

SPR recommends that the Supervisory Committee approve the proposed updates to the SPR Compensation and Classification Plan Structure. Adopting these adjustments ensures salary structures remain aligned with inflation and market conditions, addresses pay gaps in critical operations roles, and reinforces SPR's ability to recruit and retain a skilled workforce in a competitive labor environment.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve SPR's proposed Compensation Plan adjustments, resulting in an annualized budget impact of \$116,792.

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

2026 SPR Proposed Draft Budget

Deputy Director Allard presented the Supervisory Committee with a recommendation to forward the Draft 2026 Budget, in the amount of \$40,988,565, to the City of Englewood (COE) and the City of Littleton (COL) Councils for their consideration and approval.

The Draft 2026 Budget provides a concise summary of SPR's Enterprise expenses and revenue for the 2026 fiscal year to ensure that both Cities' sewer funds are prepared to cover the proposed expenses. The budget reflects an overall increase of approximately 3.8% from 2025. The increase is primarily driven by capital expenses needed to execute the 2024 Master Plan. SPR expects to see its capital expenses increase substantially over the next 10 years in order to meet required regulatory improvements and infrastructure reinvestment needs, and has begun working with both Cities to begin planning the approach to funding these improvements.

SPR will present the Draft 2026 Budget to the COE and COL City Councils at the Joint Council Study Session on Thursday, August 21, 2025, as an informational item and has shared it with both Cities to incorporate into the sewer fund budgets.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve forwarding the SPR Draft 2026 Budget, in the amount of \$40,988,565, to the Englewood and Littleton City Councils for their consideration and approval.

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

Digester & DAFT Buildings MCC Replacement Project – HVAC Replacements – Amendment #5

Shannon Harney – SPR Engineer II, presented the Supervisory Committee with a recommendation to approve Amendment #5 the Professional Services Agreement (PSA) with Carollo Engineers, Inc. (Carollo), in the amount of \$233,300, for Engineering Services related to the HVAC Replacements for the Digester & Dissolved Air Floatation Thickeners (DAFT) Buildings Motor Control Center (MCC) Replacement Project.

SPR identified the MCCs in the DAFT and Digester buildings as aging critical infrastructure, which are currently under construction for replacement. A 2024 risk analysis further identified the three (3) air conditioning units that provide cooling to the MCC rooms as high-risk assets due to their age, poor condition, obsolescence, and increasing maintenance requirements. Failure of these units could result in overheating of newly installed MCCs, equipment damage, safety risks to staff, and potential process and regulatory impacts. Amendment #5 will provide full design services for the replacement of these HVAC units.

SPR selected Carollo as an optimal source for the original PSA in February 2023 due to their proven expertise on previous SPR projects, including MCC and switchgear replacements, their knowledge of SPR's electrical design standards, and their established working relationship with SPR staff. SPR recommends selecting Carollo for this amendment to the HVAC design with ongoing MCC construction to reduce risk, maintain project efficiency, and ensure safe operating conditions.

SPR recommends that the Supervisory Committee approve Amendment #5 to the PSA with Carollo to ensure that critical HVAC infrastructure is replaced before failure, protect newly installed MCC equipment, and maintain safe working conditions for SPR staff while supporting project efficiency and schedule.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Amendment No. 5 to the Professional Services Agreement with Carollo Engineers, Inc., in the amount of \$233,300, for Engineering Design Services related to HVAC Replacements for the Digester & DAFT Buildings MCC Replacement Project.

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

Electrical Asset Renewal Project – Amendment #1

Shannon Harney – SPR Engineer II, presented the Supervisory Committee with a recommendation to approve Amendment No. 1 to the Contract for Services (CFS) Agreement with AmWest Control, Inc. (AmWest), in the amount of \$499,949, for Design and Construction Phase Services related to the Electrical Asset Renewal Project.

The Supervisory Committee approved the original CFS Agreement with AmWest in January 2025, which includes the replacement of various control devices supporting the Supervisory Control and Data Acquisition (SCADA) system that have been identified as obsolete. Upon further analysis, SPR identified additional critical components in need of replacement: six (6) Variable Frequency Drives, updates to VIG modules, and cable replacement within Power Metering Modules. These upgrades are necessary to replace obsolete equipment, improve voltage monitoring, and strengthen communications through Ethernet/IP protocols. The project is scheduled for estimated completion in January 2026.

SPR selected AmWest for the original CFS agreement as the optimal source due to their ongoing role as the original integrator of SPR's SCADA system and their extensive experience maintaining and supporting SPR's system operations; and SPR recommends extending the contract with this amendment.

SPR recommends that the Supervisory Committee approve Amendment No. 1 to the CFS Agreement with AmWest in order to reduce the risk of failure of obsolete SCADA components, enhance system reliability and communication, and maintain safe and efficient operations.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve Amendment No. 1 to the Contract for Services Agreement with AmWest Control, Inc., in the amount of \$499,949, for Design and Construction Phase Services related to the Electrical Asset Renewal Project.

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

Admin Building Roof Replacement Project – Assessment & Construction Services
Brianna Miller, SPR Engineer II, presented the Supervisory Committee with a recommendation to approve a Construction Contract with Better Line Roofing (Better Line), in the not-to-exceed amount of \$129,800, for Assessment and Construction Services related to the Administration Building Roof Replacement Project (Project).

The Administration Building roof was originally installed in 1999 with a 20-year warranty and has exceeded its useful life. Leaks have developed across multiple areas, including offices, conference spaces, and corridors, causing water damage in newly renovated spaces and creating safety risks such as slips, trips, and falls. The roof also protects critical electrical, mechanical, and SCADA equipment that supports SPR's operations, making its deterioration a significant concern. The Project will replace the roof and gutter sections installed in 1999 while leaving newer areas intact, ensuring protection of staff, infrastructure, and recent interior investments.

In April 2025, SPR issued a Request for Proposals and received four (4) competitive submissions. The SPR selection committee evaluated the proposals and selected Better Line. Better Line's quote is the lowest price while also scoring highly on qualifications and project experience. Their proven history with similar commercial roofing projects and positive feedback from multiple references give SPR confidence in their ability to deliver a durable, high-quality solution.

SPR recommends approval of a Construction Contract with Better Line to ensure deteriorated roof sections are replaced before further damage occurs, reduce safety risks for staff, and safeguard critical infrastructure and newly remodeled spaces.

ACTION TAKEN – The Supervisory Committee considered the recommendation to approve a Construction Contract with Better Line Roofing, in the amount of \$129,800, for Assessment and Construction Services related to the Administration Building Roof Replacement Project.

Committee Member Rachael moved to approve the recommendation, 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:

- 2025 Engineering Internship Program Summary
 - The SPR Engineering Division is completing its sixth year of the SPR Engineering Internship program in 2025. The interns, Nora Montross & Malia Tuioti-Mariner, presented an overview of their initiatives, experiences, and key takeaways from their time at SPR.
- Director's Update
 - Deputy Director Allard reported on the 2025 WaterFest held on June 26, 2025. The WaterFest welcomed 265 attendees and 12 community partners, with both Cities hosting event booths. This event provides an opportunity to amplify the message of environmental stewardship and water conservation.
 - Blair Corning, SPR Deputy Director – Environmental Programs, informed the Committee of an Environmental Protection Act Audit that took place in June 2025. Preliminary reports did not indicate any major findings. The final report is expected to be received in August 2025.
 - Izaiah Kruenegel, SPR Deputy Director – O&M, provided an update on SPR's participation in the Voluntary Incentive Program, which allows SPR

to earn up to 10 years of deferment on the adoption of Regulation 31 limits. SPR is refining its approach to the program and will begin prioritizing phosphorus removal over nitrogen removal in order to maximize savings and results.

- Bryan Schmerber, SPR Engineering Supervisor, announced that in July 2025, the initial capital investment of \$7.8 million on the Pipeline Injection System has been recovered. Payback was achieved in 5.5 years, 1.5 years of the 7-year maximum payback estimate. As of August 2025, SPR will begin generating rate offsetting revenue for the Cities. SPR will work with both Cities' Communications Departments to market this significant milestone achievement.
- Director Van Ry presented the 2025 Joint Council Study Session Presentation for Committee review.
- SPR Influent Flow and Load Summary
 - The measured flow to SPR averaged 20.3 mgd in June 2025, which is a decrease of 0.2 mgd from June 2024. The measured ten (10)-month average flow split was 45.0 / 55.0 percent between the Cities of Littleton and Englewood.
- SPR Voluntary Incentive Program Summary
 - SPR has received 8.5 years of credits and is on track to receive the full extension of 10 years. As of June 2025, SPR has achieved 0 days toward its target treatment goals for Total Inorganic Nitrogen and 6 days for Total Phosphorus.
- SPR Pipeline Injection System Summary
 - As of June 2025, SPR received \$752,246 in year-to-date gross receivables on the Pipeline Injection System. The payback is complete as of July 2025.
- Fiscal Management and Reporting
 - Deputy Director Allard presented the financial report and aggregate purchases report for May and June 2025.

V. Adjournment

The annual Joint Council Study Session is scheduled for Thursday, August 21, 2025, at 7:30 a.m. at SPR. The meeting will take the place of the regularly scheduled Supervisory Committee meeting for August 2025.

The next Supervisory Committee meeting is scheduled for Thursday, September 25, 2025, at 9 a.m., held via Microsoft Teams.

Adjourned at 10:37 a.m.

Recording Secretary Signature _____

Angela Sapir

The SPR Supervisory Committee approved the July 24, 2025, meeting minutes during the September 25, 2025, Supervisory Committee meeting. Committee Member Lewis moved to approve the minutes, Committee Member Soderlin seconded the motion, three ayes, and zero nays. Minutes approved. Committee Member Becklenberg excused.