

DONALA WATER AND SANITATION DISTRICT
Regular BOARD MEETING AGENDA

April 20, 2023

MEETING TIME & PLACE:

1:30 P.M.

DONALA WATER & SANITATION DISTRICT
15850 HOLBEIN DRIVE, COLORADO SPRINGS, CO 80921

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Public Comment on Items not on the Agenda
5. Minutes from March 16, 2023, Regular Meeting
6. Financial Reports
7. Action Items:
 - a. Upper Monument Creek Water Treatment Facility -Carollo Study Update and Communications between Entities
 - b. Procurement Policy
8. Reports:
 - a. General Manager
 - b. Water
 - c. Wastewater
 - d. Consultants
9. Directors Comments
10. Public Comments
11. Executive
 - a. CRS §24-6-402(4)(b) – Advice from Donala’s General Counsel on legal questions regarding UMCWTF contract.
12. Adjourn

DONALA WATER AND SANITATION DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES
March 16, 2023

The Board of Directors of the Donala Water and Sanitation District met in regular session at the District's office, 15850 Holbein Dr., El Paso County, Colorado on March 16, 2023 at 1:30pm.

Directors Present: Wayne Vanderschuere
Bill George (via phone)
Kevin Deardorff
Ed Miller
Ken Judd

Staff Present: Jeff Hodge
Christina Hawker
Mike Boyett
Aaron Tolman
Ronny Wright
Carla Edwards

Consultants Present: Roger Sams (GMS)
Brett Gracely (LRE)
Linda Glesne (CEGR)

Guests: James Howald (OCN)
Scott McCulloch
Jenny Bishop (CSU)
Kim Gortz (CSU)

President Vanderschuere called the meeting to order at 1:29 pm.

Approval of Agenda:

- No changes to the agenda.

Public Comment Non-Agenda Items:

- None

Review of Minutes:

- Minutes from February 16th, 2023 Board Meeting accepted.
 - Judd motioned to approve, Miller second, all aye.

Review of Financial Statements and Check Summaries:

- Approval of Financials
 - Judd motioned to approve, Deardorff second, all aye.

CSU Long Term Water Contract:

- Vanderschuere stated there were only two new elements in the contract that surprised us regarding the contract and Jenny Bishop and Kim Gortz with CSU were at our Board Meeting today to help clarify and answer any questions.
- Hodge stated we now have a long-term contract with CSU on the table.
- Bishop stated when it comes to the Southeastern District language in the CSU Long-Term Water Contract, Donala checked all the boxes when it came to the storage contract in Pueblo Reservoir and Conveyance contract with the Bureau of Reclamation going through the Pueblo County 1041 and CSU is really pleased with that. Where the language about Southeast inclusion comes in or some sort of written record saying that the Bureau of Reclamation and Southeast both consent to regional long-term water service and don't have a problem with that is because Colorado Springs Southern Delivery Contract has clause that states utilities will not use any part of SDS for regional services unless it is for entities that are already in the District. However, that language is also ambiguous because it implies CSU is giving out some portion of their capacity within that system as opposed to it being a part of their integrated system. CSU went back to Southeast and the Bureau of Reclamation to ask them about this to make sure they don't cross wired with their contracts and get clarification. Both the Bureau and Southeast stated they know the contract states inclusion and contracts have been issued and Donala has done everything they need to, but we need to get the Bureau and Southeast in same room together to agree on the exact language that needs to be written down. Currently the contract is a 3-year short term with the option to convert it into a long-term contract. It's been hard to get a meeting with the Bureau and Southeast right now because they are really focused on the CO river right now. CSU will be calling the contract a short-term agreement until they receive a letter stating it's okay to proceed with their existing contracts/permits and then the contract with them will convert to a 25-year long-term contract.
- Vanderschuere requested a copy of SDS Conveyance Contract from Bishop since the contract hinges on the language stated in there. Bishop states she will send it over to Hodge.
- Vanderschuere asks in the meetings if CSU just can't get anything written down or if they just can't get anyone together? Bishop states during individual conversations, when all the parties aren't in the same room, one party might state everything looks fine, but they are not sure if the other party will agree with it. So, until everything is on paper, and signed and they receive their letter CSU isn't comfortable.
- Vandershuere stated in the FONSI Donala recieved the Bureau has language clearly saying it is allowed. Bishop said that CSU's legal guidance stated that the Bureau issued contract space in Pueblo Reservoir and authorization to use the North Outlet Works. Bishop states that she would think that because North Outlet Works is connected to SDS they would be one in the same. CSU legal advice was that it's not that clear and the Bureau is quiet on the rest of the SDS. They did allow for conveyance through the North Outlet Works and were silent about the rest of it.
- Goertz stated that she met with Jim during Water Congress in January, and he assured her they are working on it, along with David Robbins. She also stated CSU would like to get it resolved so they will continue to keep pushing and driving in any way they can on the issue to move it along.
- Vanderschuere wants to know if we can help to move it along and who we can reach out to? Gortz stated we could potentially speak with Southeast about the issue to move it along. Vanderschuere said a joint effort might be a great idea.
- Miller wanted to know if both Southeast and the Bureau have verbally stated they are okay with the long term Donala contract. Gortz stated, yes verbally but not on paper.
- Vanderschuere asked if a draft letter has been created that could be used as an authorization and can Donala see it if so?
- Bishop states it has been drafted but cannot be shared because it has not been shared with the proper parties yet and for legal reasons as well.
- Vanderschuere wants to make sure Donala does not want to end up with an unknown obligation.
- Bishop states in any regional contract that lies outside the Southeast boundaries has the same provisions in their contracts. Tri-view has a contract with the same provisions they will be signing shortly.

- Hodge stated that we have waited so long for the long-term contract so everyone is treated the same going forward with the same provisions.
- Gortz stated others going forward won't be able to go back and change provisions in the contract.
- Vanderschuere asked about the utilities board embarking on the regional task force process. Gortz states that she doesn't believe the task force can set rules or policies.
- Gortz said they proposed to their leadership, from a water perspective, talks about infrastructure, water reuse, and water supply and what that looks like on more of a regional collaborative effort.
- Judd wanted to know if there is a time frame to get the Bureau and Southeast on the same page.
- Bishop doesn't have a timeframe, but David Robbins has reached out to the parties again to say they would like to get this done as soon as possible. She also stated this is why we came up with the short-term, so we are not out of water service.
- Vanderschuere wanted to know what happens if a long-term contract ends up not being attainable.
- Bishop says short-term option (3 year) is longest CSU can do if that ends up being the case, however they have not done that analysis so she doesn't know exactly what would happen.
- Vanderschuere states that a decision will be made in executive session today and Donala will get back to Bishop with the result.
- Hodge stated Donala is not dependent on any one water source. Vanderschuere stated that this contract is good for water diversity.
- Bishop states some language changes will be allowed in the contract but is ultimately up to the CSU lawyers to review.
- Vanderschuere states Donala's Board will pass on a decision until after executive session then come back into open session to make a decision regarding the CSU contract.

UMCWTF-Carollo Study Update and Communications between Entities:

- Hodge stated the timeline for this Study kicked off in 2022 by Donala's other two UMCWTF partners. Also, staff has one hundred percent facilitated in sending all information we can get to Carollo. Letters and correspondence have been sent back and forth between Triview and Forest Lakes respective Management and Board Presidents and Donala regarding this Study.
- Hodge also discussed the Carollo draft update on the UMCWTF that was presented on March 3, 2023. He stated, Donala as the operator facility was not the one who crafted the scope of work for the evaluation and from what he understands, considers it to be more of a fatal flaw type of non-engineering analysis of the facility. Also, from his standpoint as an operator the contractor was reaching for things (generator, influent pumps, etc.) Hodge said from an operator standpoint it's at least 20 years out before anything major happens at the UMCWTF.
- Hodge stated we can get a Phosphorous credit. Amy Alvarez has already taken samples.
- Hodge stated given the opportunity he would like all three partners to stay and have flows above 500k gal/day, under .5mgd/day.
- Vanderschuere stated between the Triview newsletters and the study there is a lot that has not been analytically substantiated or peer reviewed. There has been a lot of suspect circumstantial evidence and no cost comparison. NMCI decision to not participate is still valid.
- Judd asked if Hodge if there was a response letter from the February 22, 2023 letter sent certified mail to the Donala's Partners and their Board Presidents. Hodge stated he has not received one yet, just a verbal confirmation from Jim McGrady that he prefers to handle it at the management level.
- Vanderschuere stated Merrick and GMS did not have enough time to thoroughly complete a peer review on the study which is troublesome.
- Sams agrees and states for it to be comprehensive he needs more detail as to how Carollo reaches some of their conclusions.
- Deardorff asked if worker relations between Donala wastewater staff and Carolla have been smooth?

- Boyett stated Carollo understands they have a good plant that functions well.
- Hodge stated they may understand that, however the reports from Carollo do not reflect that.
- Vanderschuere stated this will be discussed further in executive session.
- Tolman stated they are narrowing down a lot of the things Carollo requires as far as information and data goes and the logistics of obtaining it.
- Vanderschuere asks Tolman if he discusses process and/or equipment with the Carollo engineers while they are at the facility.
- Tolman stated Carollo has only been on site one time to do a walk through and there was no discussion of specific processes or equipment with staff that he is aware of. Also, staff gives Carollo information verbally and they do not retain it, so they then send staff an email asking for the same information they have already given previously.
- Vanderschuere asks if any samples were taken at the plant? Tolman states no samples were taken.
- Boyett stated Carollo said the basin wall has structural problems, however Carollo never looked at the wall or tested it.
- Vanderschuere stated it seems there are a lot of claims from Carollo that are unsubstantiated.
- Sams stated Operation staff recognized cracks 4 years ago and they just need to be corrected. He does not believe there is a structural issue.
- Vanderschuere asked Boyett how he would monitor the basin wall for any structural damage going forward.
- Boyett stated he would have regular inspections of the basin wall.

General Manager's Report by Jeff Hodge:

The Loop Water Authority: The Authority is working on developing and passing our bidding policies to comply with the ARPA requirements. We also meet with the Town of Fountain to discuss our planned alignment within their town and to present them options for them to receive water from the Loop Water Authority.

Upper Monument Creek Wastewater Treatment Facility: Meet with staff to begin working on treatment/process control changes to remove phosphorus in order to gain credits that would push out well into the future any additional upgrades.

Raw Water Line to 16A: Held pre-construction meeting with GMS and K.R. Swerdfeger Construction on Tuesday March 7th. The construction and installation of the raw line is scheduled to begin the week of March 13th.

Arkansas Basin Round Table Meeting: Wayne and I attended the March 8th meeting in Pueblo. Several projects were presented asking for support letters for funding and a presentation on revegetation was given.

Colorado Special District Workshop: Regional Workshop Tuesday morning June 20, 2023, at the Fountain Sanitation District. Great overview and training on most things special district related. Please see attached Workshop flyer for more information and other locations if you cannot make the June 20th date.

El Paso Public Works: Attached is the County's roadway resurfacing list for 2023. Several roads within Gleneagle/Donala are on the list: Desiree, Baptist, Struthers, Gleneagle Drive and others.

April Board Workshop: Thursday, April 20, 2023, starting at 10:00 am. Topics will be District Rule and Regs and policies and water resource planning, i.e. Loop, local reuse, wastewater treatment.

Arkansas Water Forum: The forum will be held - April 24-26, 2023, Double Tree, Colorado Springs Colorado. Please let me know if you would like to attend.

Water Report by Ronny Wright:

- Well 16A boring is in progress today. They will be doing a tie in by tomorrow, with pressure testing next week. No delays so far.
- Raw water pumps are being delivered today for the Holbein tank.
- Well 8A will be getting a new motor. Lane got us a new motor and seals and they will be putting it together for us and hopefully have it down the hole for us within the next 3 weeks. Hopefully the well will be back in service by the middle of April.
- Well field testing is going great. The goal is to be done with all testing by mid-April. LRE will then provide us with all the data, and we can put it together and make the best use of our wells and water chemistry that we have.

SCADA Cyber Security: Hodge mentioned this will become part of our sanitary survey going forward.

- Vanderschuere stated we need a place holder for a future Board Session to discuss both cyber and physical security.

Wastewater Report by Mike Boyett:

- In-house and Colorado Analytical analysis results were all well within permit limits for the past month.
 - Bod5 influent had a removal efficiency over 98%.
 - TSS influent had a removal efficiency over 98%.
- #2 SBR is still on-line as we will continue to wait for parts and a new impellor for #3 SBR's motive pump.
- Carollo engineers presented a partial plan for improvements to be made to potentially address expected future regulatory restrictions. Management has taken their recommendations under advisement.
- Timberline's flume calibration person returned to double check Donala's influent flows after questions of the flume's accuracy came up. He determined the influent flume is accurate and functioning normally.
- Timberline is working to check the accuracy of the flow numbers we are getting from Forest Lakes lift station pumps. They seem inconsistent and are not coming into our SCADA system as they have in the past.
- Tolman stated he has Timberline looking a few data issues. He will be making an appointment for them to come out and look at the data points.

Consultants Comments:

- Sams gives regulatory update; the division has submitted a proposal not to take results of Lakes and Reservoir Nutrient Water Quality Setting Standard and put it into the Basin Study. The Commission has not ruled on that.
- Gracely discussed the ASR study briefly. Study has been going on for just over a year, part of the grant funding requirements. Benefits to ASR in our system: doesn't require a lot upfront-can do it over time, looks at flows over time, collaboration from a water right standpoint is a benefit, constrained to just the Arapahoe wells for the study, and monetary savings of about \$1000/well per year.
- Gracely also mentions he will continue to evaluate the Laughlin water right.

Directors Comments:

- Vanderschuere stated he will be absent from the next two Arkansas meetings.

Public Comment:

- None

Meeting adjourned at 3:19pm to Executive Session – CRS §24-6-402(4)(e) Contract Negotiation for Long Term Water Contract with CSU and CRS §24-6-402(4)(b) Advice from Donala's General Counsel on legal questions regarding UMCWTF contract. Executive session concluded at 4:41pm.

CSU Long Term Contract Consensus:

- The Board has agreed to sign the long term agreement with CSU. Judd motioned to approve, Deardorff second, all aye.

Meeting adjourned at 4:44pm.

These minutes are respectfully submitted for record by Carla Edwards on April 10, 2023.



	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 02 - Water Fund					
Revenue					
02-00-00-40010	Water Sales	3757347	346983.25	523554.37	-3233792.63
02-00-00-40020	Effluent/Augment	158000	6753.77	21927.67	-136072.33
02-00-00-40030	Sewer Sales	1439716	257471.29	386168.49	-1053547.51
02-00-00-40060	AVS Revenue	5250	-350	3325	-1925
02-00-00-41000	Water Tap Fees	40000	0	0	-40000
02-00-00-41001	Sewer Tap Fees	40000	0	0	-40000
02-00-00-41002	Water Developing Fees	32500	0	0	-32500
02-00-00-41003	Sewer Developing Fees	12500	0	0	-12500
02-00-00-41004	Installation Fees	7500	0	0	-7500
02-00-00-41005	Water Investment Fee	20000	0	0	-20000
02-00-00-42001	Property Tax	2175748	870318.92	902913.92	-1272834.08
02-00-00-42002	MV/SO Property Tax	200000	19225.55	54823.17	-145176.83
02-00-00-43000	Capital Project Interest	27500	13642.06	38305.36	10805.36
02-00-00-43001	Strategic Planning Interest	8500	4248.67	11929.77	3429.77
02-00-00-43002	Operating Reserve Interest	6300	9328.11	26550.38	20250.38
02-00-00-43003	Property Tax Interest	18000	4459.72	10609.03	-7390.97
02-00-00-44000	Water Penalty Account	0	1289.58	2584.24	2584.24
02-00-00-44001	Sewer Penalty Account	0	745.1	1250.61	1250.61
02-00-00-45000	L.T. Investment Revenue	183000	4968.75	27133.05	-155866.95
02-00-00-47005	Raidum	1650000	0	0	-1650000
02-00-00-47006	Loop Reimbursement	1000000	0	0	-1000000
02-00-00-47400	Triview Waste Plant Rev	853046	0	0	-853046
02-00-00-47403	Forest Lakes Waste Plant Rev	111457	0	0	-111457
02-00-00-48002	PD-DWSD Sal & Taxes	856688	0	0	-856688
02-00-00-49900	Miscellaneous Revenue	35000	11504.88	13512.32	-21487.68
02-00-00-49901	Bond Proceeds	10000000	0	0	-10000000
	Revenue Total:	\$ 22,638,052.00	\$ 1,550,589.18	\$ 2,024,587.38	\$ (20,613,464.62) 91.06%
Expense					
02-00-00-54010	Salary-Office	0	22262.05	67598.31	-67598.31
02-00-00-54400	457 Plan-Donala Expense	0	1351.04	4171.24	-4171.24
02-00-00-54410	Insurance-Health	0	21551.92	27537.09	-27537.09
02-00-00-54500	Salary-Board Members	0	538.25	1076.5	-1076.5
02-00-00-56650	Debt Reserve	1250000	0	0	1250000
02-01-00-52110	Civil Engineering	0	0	762.5	-762.5
02-01-00-54010	Salary-Office	278459	0	0	278459
02-01-00-54210	Payroll Office Tax	20524	0	0	20524
02-01-00-54400	457 Plan-Donala Expense	19576	0	0	19576
02-01-00-54410	Insurance-Health	95762	0	0	95762
02-01-00-54420	Disability, Life Ins.	10896.13	931.74	3715.55	7180.58
02-01-00-54430	Identity Protection	1920	160	472	1448
02-01-00-54450	WASTE PLT./Salary,Taxes	856688	0	0	856688
02-01-00-54500	Salary-Board Members	1200	0	0	1200
02-01-00-54501	Payroll-Board of Directors	450	0	0	450
02-01-00-57002	Miscellaneous Expense	5000	0	1381.93	3618.07
02-01-00-58005	Office Expenses	68800	4730.99	14613.64	54186.36
02-01-00-58010	Large Office Equipment	20000	0	0	20000
02-01-00-58015	Publication Expenses	5000	117.51	1135.29	3864.71
02-01-00-58020	Auditing/Accounting Expense	24617	0	0	24617
02-01-00-58025	County Treas. Fee-G.F.	33200	13075.13	13552.58	19647.42
02-01-00-58031	Abatement Refunds - GF	0	0	765.37	-765.37
	Expense:	\$ 2,692,092.13	\$ 64,718.63	\$ 136,782.00	\$ 2,555,310.13

My Budget Report

For Fiscal: 2023 Period Ending: 03/31/2023

		Current	Period	Fiscal	Variance	
		Total Budget	Activity	Activity	Favorable	Percent
					(Unfavorable)	Remaining
02-01-00-58035	Fees, Permits	15000	0	13276.86	1723.14	
02-01-00-58040	Insurance-Bldg.	83504	0	70152.92	13351.08	
02-01-00-58055	Insurance_Liability & Auto	0	0	4425	-4425	
02-01-00-58056	Insurance-Workmen's Comp.	18794	6787	9107	9687	
02-01-00-58060	Legal - General	74500	7551	10292	64208	
02-01-00-58065	Legal - Water	14800	423	423	14377	
02-01-00-58070	Training Expenses	15000	779	5693.88	9306.12	
02-01-00-58075	Contract Services	129841	3452.97	11496.44	118344.56	
02-01-00-58080	Communications	25331	1871.55	5203.76	20127.24	
02-02-00-50100	Water Rights	60000	0	0	60000	
02-02-00-52000	Repair & Maintenance- General	280000	12054.65	47927.53	232072.47	
02-02-00-52001	Inspection Refunds	2000	0	0	2000	
02-02-00-52010	Tools & Equipment	15000	696	2271.01	12728.99	
02-02-00-52070	Water and Well Engineering	250000	52457.67	102189.66	147810.34	
02-02-00-52080	Pro Eng - LIRF Updates	10000	0	0	10000	
02-02-00-52110	Civil Engineering	75000	11643	18387.61	56612.39	
02-02-00-53006	Fuel	20000	1382.79	3150.35	16849.65	
02-02-00-53012	Truck Maintenance	38000	2011.78	5341.89	32658.11	
02-02-00-54020	Salary-Water Operations	416755	35026.38	133140.78	283614.22	
02-02-00-54220	Payroll-Water Tax	31257	0	0	31257	
02-02-00-54400	457 Plan-Donala Expense	29173	2068.2	6715.65	22457.35	
02-02-00-54410	Insurance-Health	91038	7542.03	15084.06	75953.94	
02-02-00-54451	Triview Waste Plant Exp	853046	0	0	853046	
02-02-00-54452	Forest Lakes Waste Plant Ex	111457	0	0	111457	
02-02-00-56610	CWRPDA Principal \$5M	265678	0	132839	132839	
02-02-00-56615	CWAP Interest-\$5M	51095	0	28372.64	22722.36	
02-02-00-56620	2020 Bond B	210000	0	0	210000	
02-02-00-56625	2020 Bond B INT	106462	0	53230.75	53231.25	
02-02-00-56635	2020 Bond A INT	116850	0	58425	58425	
02-02-00-56645	L.T. Investment Expense	2000	0	0	2000	
02-02-00-57002	Miscellaneous Expense	5000	242.73	-2043.91	7043.91	
02-02-00-57100	Tabor Reserves	274050	0	0	274050	
02-02-00-57110	Contingency Exp	100000	0	0	100000	
02-02-00-58065	Legal - Water	0	0	1390.5	-1390.5	
02-02-00-58070	Training Expenses	15000	0	157	14843	
02-02-00-58075	Contract Services	129840	3409.38	5100.74	124739.26	
02-02-00-59902	FMIC Laughlin Carriage Agrmnt	0	0	100.89	-100.89	
02-02-00-60000	Capital Projects - General	690000	0	0	690000	
02-02-00-60001	Capital Reimbursement Bond	10000000	0	0	10000000	
02-02-00-60002	Radium Removal	210000	3600	6392.5	2093607.5	
02-02-00-60003	Loop Group	1000000	0	250871.33	749128.67	
02-02-41-52000	Repair & Maintenance	5000	1027.21	1027.21	3972.79	
02-02-41-52030	Residuals Management	96200	2217.37	11661.51	84538.49	
02-02-41-55030	Natural Gas	1500	165.64	610.7	889.3	
02-02-43-52000	Repair & Maintenance	5000	0	0	5000	
02-02-43-55030	Natural Gas	7300	624.48	1256.44	6043.56	
02-02-45-51009	Hazardous Materials Charges	125	0	0.75	124.25	
02-02-45-51015	Caustic Soda	10050	0	2030.42	8019.58	
02-02-45-51030	Chlorine (Sodium Hypochloride)	2350	0	794.35	1555.65	
02-02-45-51040	Potassium Permanganate	630	330	660	-30	
02-02-45-51060	Lab & Analytical Equip	10000	0	0	10000	
02-02-45-51070	Lab Tests	15200	100.62	111.62	15088.38	
02-02-45-51080	Chem-Other	750	19.8	207.14	542.86	
02-02-45-52000	Repair & Maintenance	30000	0	1825.25	28174.75	
02-02-45-55010	Utilities-Electric	73669.2	3737	7409	66260.2	
02-02-45-55030	Natural Gas	1000	131.67	250.47	749.53	
02-02-45-60000	Capital Projects	500000	12737	12737	487263	
02-02-47-51000	Acetylene	365	0	35.03	329.97	
Expense:		\$ 18,484,610.20	\$ 174,089.92	\$ 1,039,732.73	\$ 17,444,877.47	

My Budget Report

For Fiscal: 2023 Period Ending: 03/31/2023

		Current	Period	Fiscal	Variance	
		Total Budget	Activity	Activity	Favorable	Percent
					(Unfavorable)	Remaining
02-02-47-51009	Hazardous Materials Charges	125	0	28.63	96.37	
02-02-47-51015	Caustic Soda	10050	0	1732.02	8317.98	
02-02-47-51020	Oxygen	330	0	41.82	288.18	
02-02-47-51030	Chlorine (Sodium Hypochlorade)	2350	120	759.58	1590.42	
02-02-47-51040	Potassium Permanganate	630	330	1689.6	-1059.6	
02-02-47-51060	Lab & Analytical Equip	10000	432.5	1538.46	8461.54	
02-02-47-51070	Lab Tests	15200	0	4504.8	10695.2	
02-02-47-51080	Chem-Other	750	19.8	191.08	558.92	
02-02-47-52000	Repair & Maintenance	30000	560	560	29440	
02-02-47-52010	Tools & Equipment	0	4951.07	4951.07	-4951.07	
02-02-47-55010	Utiilities-Electric	70160.2	7224	14682	55478.2	
02-02-47-55030	Natural Gas	3200	357.38	1253.61	1946.39	
02-02-47-60000	Capital Projects	522000	60.56	60.56	521939.44	
02-02-49-52000	Repair & Maintenance	5000	0	0	5000	
02-02-49-55010	Utiilities-Electric	2028.4	254	524	1504.4	
02-02-49-55030	Natural Gas	270	22.31	66.93	203.07	
02-02-93-58080	Communications	6500	664.77	1329.54	5170.46	
02-03-71-52000	Repair & Maintenance	25000	0	517.77	24482.23	
02-03-71-55010	Utiilities-Electric	3034.9	232	490	2544.9	
02-03-73-52000	Repair & Maintenance	25000	0	0	25000	
02-03-73-55010	Utiilities-Electric	4669.5	505.52	1050.3	3619.2	
02-03-75-52000	Repair & Maintenance	25000	0	0	25000	
02-03-75-55010	Utiilities-Electric	448.8	17.25	51.25	397.55	
02-04-01-52000	Repair & Maintenance	250000	0	0	250000	
02-04-01-55010	Utiilities-Electric	46883.1	3057	6820	40063.1	
02-04-07-52130	Groundwater Eng	0	5010.2	5010.2	-5010.2	
02-04-07-55010	Utiilities-Electric	11387.2	616	1232	10155.2	
02-04-07-60000	Capital Projects	0	0	5451	-5451	
02-04-09-60000	Capital Projects	0	0	650	-650	
02-04-11-60000	Capital Projects	0	0	6880.5	-6880.5	
02-04-13-52000	Repair & Maintenance	0	1625	1625	-1625	
02-04-13-55010	Utiilities-Electric	62339.2	1124	2248	60091.2	
02-04-13-60000	Capital Projects	80000	0	0	80000	
02-04-15-52000	Repair & Maintenance	250000	1625	1625	248375	
02-04-15-52130	Groundwater Eng	0	5010.2	5010.2	-5010.2	
02-04-15-55010	Utiilities-Electric	50762.8	2936	6081	44681.8	
02-04-15-60000	Capital Projects	80000	0	4488	75512	
02-04-17-55010	Utiilities-Electric	11568.7	1450	3031	8537.7	
02-04-17-60000	Capital Projects	80000	0	8019.5	71980.5	
02-04-19-55010	Utiilities-Electric	34800.7	2256	3174	31626.7	
02-04-19-55030	Natural Gas	550	58.39	203.04	346.96	
02-04-19-60000	Capital Projects	80000	0	0	80000	
02-04-21-55010	Utiilities-Electric	22657.8	0	0	22657.8	
02-04-23-55010	Utiilities-Electric	19006.9	134	261	18745.9	
02-04-23-60000	Capital Projects	80000	0	0	80000	
02-04-25-60000	Capital Projects	0	2646.6	2646.6	-2646.6	
02-04-61-52000	Repair & Maintenance	5000	0	0	5000	
02-04-61-55010	Utiilities-Electric	1611.5	155	329	1282.5	
02-04-61-60000	Capital Projects	250000	0	0	250000	
02-04-63-52000	Repair & Maintenance	5000	0	0	5000	
02-04-63-60000	Capital Projects	250000	0	0	250000	
02-04-65-52000	Repair & Maintenance	5000	0	0	5000	
02-04-65-60000	Capital Projects	250000	0	0	250000	
02-04-81-52000	Repair & Maintenance	12000	0	0	12000	
02-04-81-55010	Utiilities-Electric	25052.5	1424	2925	22127.5	
02-04-83-52000	Repair & Maintenance	21000	0	0	21000	
02-04-83-55030	Natural Gas	1200	120.09	401.29	798.71	
02-04-85-52000	Repair & Maintenance	25000	0	0	25000	
Expense:		\$ 2,772,567.20	\$ 44,998.64	\$ 104,134.35	\$ 2,668,432.85	

My Budget Report

For Fiscal: 2023 Period Ending: 03/31/2023

		Current	Period	Fiscal	Variance	
		Total Budget	Activity	Activity	Favorable (Unfavorable)	Percent Remaining
<u>02-04-85-55010</u>	Utililities-Electric	0	995	2047	-2047	
<u>02-04-85-55030</u>	Natural Gas	270	22.31	66.93	203.07	
<u>02-04-91-59900</u>	Colo. Spgs Util Water	1792812.87	0	3646.63	1789166.24	
	Expense:	\$ 1,793,082.87	\$ 1,017.31	\$ 5,760.56	\$ 1,787,322.31	
	Expense Total:	\$ 25,742,352.40	\$ 284,824.50	\$ 1,286,409.64	\$ 24,455,942.76	95.00%



My Budget Report

Account Summary

For Fiscal: 2023 Period Ending: 03/31/2023

		Current	Period	Fiscal	Variance	Percent
		Total Budget	Activity	Activity	(Unfavorable)	Remaining
Fund: 03 - Wastewater Fund						
Revenue						
<u>03-00-00-47001</u>	FL O & M Payments	111457	0	21426.71	-90030.29	
<u>03-00-00-48003</u>	PD-DWSD Salary, Taxes	856688	0	0	-856688	
<u>03-50-00-47000</u>	Triview O & M Payments	853046	65300.84	182647.77	-670398.23	
	Revenue Total:	1821191	65300.84	204074.48	-1617116.52	88.79%
Expense						
<u>03-50-00-51000</u>	Acetylene	0	0	44.88	-44.88	
<u>03-50-00-51009</u>	Hazardous Materials Charges	0	0	11.9	-11.9	
<u>03-50-00-51011</u>	Magnesium Hydroxide	58000	0	6696.51	51303.49	
<u>03-50-00-51020</u>	Oxygen	0	0	25.23	-25.23	
<u>03-50-00-51050</u>	Polymer	13000	0	7814.56	5185.44	
<u>03-50-00-51060</u>	Lab & Analytical Equip	21580	8431.97	14357.25	7222.75	
<u>03-50-00-51070</u>	Lab Tests	26500	4860.06	10551.98	15948.02	
<u>03-50-00-51080</u>	Chem-Other	0	0	2.75	-2.75	
<u>03-50-00-52000</u>	Repair & Maintenance	163715	19928.42	28569.44	135145.56	
<u>03-50-00-52010</u>	Tools & Equipment	11000	0	2043.85	8956.15	
<u>03-50-00-52020</u>	Biosolids Hauling	117300	16059.22	25133.72	92166.28	
<u>03-50-00-52050</u>	Engineering-WP	10000	0	0	10000	
<u>03-50-00-52060</u>	AFCURE	50700	925	16978.5	33721.5	
<u>03-50-00-53006</u>	Fuel	2500	345.08	764.4	1735.6	
<u>03-50-00-53012</u>	Truck Maintenance	5000	0	0	5000	
<u>03-50-00-54030</u>	Salary-Regional WWTF	551674	42309.06	144656.81	407017.19	
<u>03-50-00-54230</u>	Payroll-Regional	41376	0	-1683.63	43059.63	
<u>03-50-00-54400</u>	457 Plan-Donala Expense	38617	2469.57	30573.93	8043.07	
<u>03-50-00-54410</u>	Insurance-Health	92550	17242.84	26861.81	65688.19	
<u>03-50-00-54420</u>	Disability, Life Ins.	5950	506	2035.41	3914.59	
<u>03-50-00-54430</u>	Identity Protection	650	52	164	486	
<u>03-50-00-55010</u>	Utilities-Electric	256679	17862.66	39110	217569	
<u>03-50-00-55020</u>	Propane	64490	6626.1	23783.61	40706.39	
<u>03-50-00-57002</u>	Miscellaneous Expense	2500	218.33	598.92	1901.08	
<u>03-50-00-57110</u>	Contingency Exp	50000	0	0	50000	
<u>03-50-00-58005</u>	Office Expenses	2500	161.87	837.49	1662.51	
<u>03-50-00-58015</u>	Publication Expenses	600	0	0	600	
<u>03-50-00-58035</u>	Fees, Permits	10000	0	0	10000	
<u>03-50-00-58040</u>	Insurance-Bldg.	37369	0	24911.08	12457.92	
<u>03-50-00-58045</u>	Insurance-Auto Ins.	0	0	2655	-2655	
<u>03-50-00-58055</u>	Insurance_Liability & Auto	0	0	6485	-6485	
<u>03-50-00-58056</u>	Insurance-Workmen's Comp.	10441	0	1160	9281	
<u>03-50-00-58060</u>	Legal - General	3000	0	0	3000	
<u>03-50-00-58070</u>	Training Expenses	7500	525	685	6815	
<u>03-50-00-58075</u>	Contract Services	32000	2171.98	6216.64	25783.36	
<u>03-50-00-58080</u>	Communications	9000	725.7	1809.81	7190.19	
<u>03-50-00-60505</u>	Operation Study	125000	0	0	125000	
	Expense Total:	1821191	141420.86	423855.85	1397335.15	76.73%



Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 02 - Water Fund					
Abila	10521	03/01/2023	MIP cloud subscription	02-01-00-58075	151.02
The Gazette	10530	03/01/2023	Advertisement for bids	02-01-00-58015	117.51
Utility Notification Center Of	10532	03/01/2023	February 811 calls - 24150	02-02-00-58075	79.98
Colorado Water Well	10523	03/01/2023	Technical support and installa	02-04-13-52000	1,625.00
Colorado Water Well	10523	03/01/2023	Technical support and installa	02-04-15-52000	1,625.00
Frontier It	10525	03/01/2023	Monthly billing March	02-01-00-58075	1,924.50
Remco Equipment Company	10528	03/01/2023	Compressor flow controller x	02-02-41-52000	1,027.21
Answer-Rite Telecommunicati	10522	03/01/2023	March answering service	02-01-00-58080	99.00
Sbs Services Group Llc	10529	03/01/2023	March janitorial services	02-01-00-58075	321.50
Pilot Travel Centers LLC	DFT0000269	03/01/2023	February fuel expenses	02-02-00-53006	58.06
Hpe, Inc.	10526	03/01/2023	November preventitive maint	02-01-00-58075	136.00
Hpe, Inc.	10526	03/01/2023	Replace york flame sensor	02-02-00-52000	501.00
Hpe, Inc.	10526	03/01/2023	Modine blower motot	02-02-00-52000	885.00
Dpc Industries, Inc.	10524	03/01/2023	Potassium Permanganate	02-02-45-51040	330.00
Dpc Industries, Inc.	10524	03/01/2023	Potassium Permanganate	02-02-45-51080	19.80
Dpc Industries, Inc.	10524	03/01/2023	Potassium Permanganate	02-02-47-51040	330.00
Dpc Industries, Inc.	10524	03/01/2023	Potassium Permanganate	02-02-47-51080	19.80
Timber Line Electric & Control	10531	03/01/2023	Aquifer testing	02-02-45-60000	12,737.00
Timber Line Electric & Control	10531	03/01/2023	Concept enclosures	02-02-00-52000	990.00
Jeffrey W Hodge	10527	03/01/2023	4th quarter mileage reimburs	02-01-00-58005	527.50
Cebt	DFT0000270	03/08/2023	February Health Insurance Pr	02-00-00-54410	15,566.68
Comcast Business	10542	03/09/2023	March fiber line	02-01-00-58080	675.04
Service Uniform Rental	10551	03/09/2023	Uniform maintenance 01/31/	02-02-00-58075	124.87
Service Uniform Rental	10551	03/09/2023	Uniform maintenance 02/07/	02-02-00-58075	124.87
Service Uniform Rental	10551	03/09/2023	Uniform maintenance 02/14/	02-02-00-58075	124.87
Service Uniform Rental	10551	03/09/2023	Uniform maintenance 02/21/	02-02-00-58075	124.87
Hach Company	10546	03/09/2023	Module, display w/o GSM	02-02-47-51060	432.50
Cyberbasement	10543	03/09/2023	April website maintenance	02-01-00-58075	60.00
Cyberbasement	10543	03/09/2023	Edit to website layout	02-01-00-58005	112.50
LRE Water	10548	03/09/2023	Donala integrated water mate	02-02-00-52070	5,022.75
LRE Water	10548	03/09/2023	2023 On-call services	02-02-00-52070	6,088.25
LRE Water	10548	03/09/2023	Water rights accounting	02-02-00-52070	1,784.80
LRE Water	10548	03/09/2023	Groundwater services	02-02-00-52070	36,050.37
LRE Water	10548	03/09/2023	LIRF Update	02-02-00-52070	3,511.50
Axis	10539	03/09/2023	Base & usage charge kyocera	02-01-00-58005	106.24
Axis	10539	03/09/2023	Base & usage charge kyocera	02-01-00-58075	20.49
O'Reilly Auto Parts	10550	03/09/2023	Wiper blades for flat bed	02-02-00-53012	66.48
Hayes Poznanovic Korver Llc	10547	03/09/2023	February legal services	02-01-00-58065	423.00
Usic Locating Services Llc	10553	03/09/2023	February locate services	02-02-00-58075	715.69
Pilot Travel Centers LLC	DFT0000271	03/09/2023	February fuel expenses	02-02-00-53006	322.78
FedEx	10544	03/09/2023	Shipping costs for pump	02-02-47-60000	60.56
Timber Line Electric & Control	10552	03/09/2023	Advanced tools/ can't access	02-02-00-52000	200.00
Timber Line Electric & Control	10552	03/09/2023	Alarm dialer test	02-02-00-52000	200.00
Wex Bank	10554	03/09/2023	February fuel expenses	02-02-00-53006	203.02
Grainger	10545	03/09/2023	Davit crane	02-02-47-52010	4,951.07
Meyer & Sams, Inc.	10549	03/09/2023	Well 16A thru 12/30/22	02-04-25-60000	2,646.60
Colorado Springs Utilities	10540	03/09/2023	Gas@ Maintenance thru 02/2	02-02-43-55030	624.48
Colorado Springs Utilities	10540	03/09/2023	Electric@ Northgate thru 02/	02-03-73-55010	97.59
Colorado Springs Utilities	10540	03/09/2023	Gas@ R Hull thru 02/27/23	02-02-45-55030	131.67
Comcast	10541	03/09/2023	Internet@ R Hull thru 04/03/	02-01-00-58080	122.88
Lincoln Life	DFT0000272	03/15/2023	Employee 457 Contribution	02-00-00-24003	723.28
Lincoln Life	DFT0000272	03/15/2023	Employee 457 Contribution	02-02-00-24003	229.68
Lincoln Life	DFT0000273	03/15/2023	Employee 457 Contribution	02-00-00-24003	41.63

Board Expense Report

Payable Dates: 3/1/2023 - 3/31/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Lincoln Life	DFT0000273	03/15/2023	Employee 457 Contribution	02-02-00-24003	344.31
Lincoln Life	DFT0000274	03/15/2023	457 Contributions	02-00-00-24003	648.12
Lincoln Life	DFT0000274	03/15/2023	457 Contributions	02-02-00-24003	997.70
Cebt	DFT0000275	03/15/2023	Monthly Dental Premium	02-02-00-24005	1,454.00
Cebt	DFT0000276	03/15/2023	Health Insurance Premiums	02-02-00-24005	21,433.00
Cebt	DFT0000277	03/15/2023	Employer Dependent Life	02-00-00-24005	7.68
Cebt	DFT0000278	03/15/2023	Employer Life	02-00-00-24005	38.49
Cebt	DFT0000279	03/15/2023	Supplemental Employee Life	02-00-00-24005	27.30
Cebt	DFT0000280	03/15/2023	Supplemental Employee Depe	02-00-00-24005	3.50
Cebt	DFT0000281	03/15/2023	Supplemental Employee Spou	02-00-00-24005	13.65
Cebt	DFT0000282	03/15/2023	Monthly Vision Premium	02-02-00-24005	213.00
Colorado Department of Reve	10556	03/15/2023	State Income Tax Withholding	02-00-00-24001	368.00
Colorado Department of Reve	10556	03/15/2023	State Income Tax Withholding	02-02-00-24001	572.00
Internal Revenue Service	DFT0000283	03/15/2023	Social Security	02-00-00-24000	1,293.22
Internal Revenue Service	DFT0000283	03/15/2023	Social Security	02-02-00-24000	1,844.52
Internal Revenue Service	DFT0000284	03/15/2023	Medicare	02-00-00-24000	302.50
Internal Revenue Service	DFT0000284	03/15/2023	Medicare	02-02-00-24000	431.38
Internal Revenue Service	DFT0000285	03/15/2023	Federal Income Tax Withholdi	02-00-00-24002	948.97
Internal Revenue Service	DFT0000285	03/15/2023	Federal Income Tax Withholdi	02-02-00-24002	1,288.50
Merrick	10558	03/16/2023	On-call services	02-02-00-52110	1,363.00
Merrick	10558	03/16/2023	Radium reduction support	02-02-00-60002	3,600.00
Merrick	10558	03/16/2023	Lift station and force main eva	02-02-00-52110	10,280.00
Radiation Pros Llc	10559	03/16/2023	Radioactive materials licensin	02-02-41-52030	2,217.37
Wells Fargo Financial Leasing	10563	03/16/2023	Lease on kyocera copier	02-01-00-58075	157.00
Sprint	10560	03/16/2023	Employee cell phones	02-02-93-58080	505.42
Aura Sub LLC	10555	03/16/2023	Identity protection	02-01-00-54430	160.00
Pilot Travel Centers LLC	DFT0000286	03/16/2023	March fuel expenses	02-02-00-53006	176.80
Timber Line Electric & Control	10561	03/16/2023	February punch list	02-02-00-52000	5,450.00
Tri-Lakes Printing	10562	03/16/2023	Door hangers	02-01-00-58005	34.00
Core & Main Lp	10557	03/16/2023	6x1 saddle epoxy straps	02-02-00-52000	92.32
Core & Main Lp	10557	03/16/2023	3x1/8/ flanges	02-02-00-52000	55.20
Core & Main Lp	10557	03/16/2023	4x2 blind flange and 4x1/8 fla	02-02-00-52000	129.28
Mountain View Electric Assn.	DFT0000288	03/17/2023	400 R Hull thru 03/01/23	02-02-45-55010	3,737.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1700 Holbein thru 03/01/23	02-02-47-55010	7,224.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	6507 Pauma Valley thru 03/01	02-02-49-55010	254.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1100 FR Lift thru 03/01/23	02-03-71-55010	232.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1501 Northgate Lift thru 03/0	02-03-73-55010	407.93
Mountain View Electric Assn.	DFT0000288	03/17/2023	1600 FR Grinder 02/23/23	02-03-75-55010	17.25
Mountain View Electric Assn.	DFT0000288	03/17/2023	200 Well 1 thru 02/28/23	02-04-01-55010	3,057.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	500 Jessie thru 03/01/23	02-04-07-55010	616.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1800 Well 8 thru 03/01/23	02-04-13-55010	1,124.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	100 Well 9A thru 02/28/23	02-04-15-55010	2,936.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1400 Well 11 thru 03/01/23	02-04-17-55010	1,450.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1200 Well 12 thru 03/01/23	02-04-19-55010	2,256.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	5300 Well 14 thru 03/01/23	02-04-23-55010	134.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	3101 Baptist thru 02/28/23	02-04-61-55010	155.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	1000 Bapitist booster thru 03/	02-04-81-55010	1,424.00
Mountain View Electric Assn.	DFT0000288	03/17/2023	300 Latrobe thru 02/28/23	02-04-85-55010	995.00
Hpe, Inc.	10571	03/23/2023	March preventive maintenanc	02-01-00-58075	136.00
Badger Meter, Inc.	10564	03/23/2023	Wall bracket install kits	02-02-00-52000	380.00
Frontier It	10570	03/23/2023	3 year enterprise support sub	02-01-00-58005	176.61
Usi Insurance Services Llc		03/23/2023	January locating tickets	02-02-00-58075	546.00
Usi Insurance Services Llc		04/04/2023	January locating tickets	02-02-00-58075	-546.00
Pilot Travel Centers LLC	DFT0000289	03/23/2023	March fuel expenses	02-02-00-53006	324.42
Timber Line Electric & Control	10572	03/23/2023	Motorola network map w/rad	02-02-47-52000	560.00
Verizon Wireless	10575	03/23/2023	Willow Creek data plan and h	02-01-00-58080	103.94
Verizon Wireless	10575	03/23/2023	Willow Creek data plan and h	02-02-93-58080	159.35
Tri-Lakes Printing	10573	03/23/2023	March billing	02-01-00-58005	1,394.44
Dpc Industries, Inc.	10568	03/23/2023	Chlorine	02-02-47-51030	120.00
CEGR Law	10566	03/23/2023	February general counsel	02-01-00-58060	7,551.00

Board Expense Report

Payable Dates: 3/1/2023 - 3/31/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Black Hills Energy	10565	03/23/2023	Gas@ Jessie Dr thru 03/09/23	02-04-83-55030	120.09
Black Hills Energy	10565	03/23/2023	Gas@ Holbein Dr thru 03/09/	02-02-47-55030	357.38
Black Hills Energy	10565	03/23/2023	Gas@ Pauma Valley thru 03/0	02-02-49-55030	22.31
Black Hills Energy	10565	03/23/2023	Gas@ Homeland Ct thru 03/0	02-02-41-55030	165.64
Black Hills Energy	10565	03/23/2023	Gas@ Red Fox Ln thru 03/09/	02-04-19-55030	58.39
Black Hills Energy	10565	03/23/2023	Gas@ Latrobe Ct thru 03/09/	02-04-85-55030	22.31
Comcast	10567	03/23/2023	Internet@ Maintenance thru	02-01-00-58080	122.88
Comcast	10567	03/23/2023	Internet@ Holbein thru 04/16	02-01-00-58080	257.11
Fp Mailing Solutions	10569	03/23/2023	Lease on postage machine	02-01-00-58075	81.00
Abila	10576	03/29/2023	MIP cloud subscription	02-01-00-58005	151.01
Badger Meter, Inc.	10578	03/29/2023	Communication device kit for	02-02-00-52010	300.00
Badger Meter, Inc.	10578	03/29/2023	Twist tight meter connections	02-02-00-52010	396.00
Comcast Business	10580	03/29/2023	Office phone bill	02-01-00-58080	490.70
Pinnacol Assurance	10581	03/29/2023	Workers compensation	02-01-00-58056	6,787.00
Colorado Water Well	10579	03/29/2023	Technical support for aquifer t	02-04-07-52130	5,010.20
Colorado Water Well	10579	03/29/2023	Technical support for aquifer t	02-04-15-52130	5,010.20
Usic Locating Services Llc	10584	03/29/2023	October locate services	02-02-00-58075	1,568.23
Sbs Services Group Llc	10582	03/29/2023	April janitorial services	02-01-00-58075	321.50
Pilot Travel Centers LLC	DFT0000297	03/29/2023	March fuel expenses	02-02-00-53006	208.95
All Copy Products	10577	03/29/2023	Ink for postage machine	02-01-00-58005	145.21
Standard Insurance Co.-Life In	10583	03/29/2023	April disability	02-01-00-54420	931.74
Lincoln Life	DFT0000290	03/31/2023	Employee 457 Contribution	02-00-00-24003	723.28
Lincoln Life	DFT0000290	03/31/2023	Employee 457 Contribution	02-02-00-24003	229.68
Lincoln Life	DFT0000291	03/31/2023	Employee 457 Contribution	02-00-00-24003	54.78
Lincoln Life	DFT0000291	03/31/2023	Employee 457 Contribution	02-02-00-24003	357.43
Lincoln Life	DFT0000292	03/31/2023	457 Contributions	02-00-00-24003	702.92
Lincoln Life	DFT0000292	03/31/2023	457 Contributions	02-02-00-24003	1,070.50
Colorado Department of Reve	DFT0000296	03/31/2023	State Income Tax Withholding	02-00-00-24001	395.25
Colorado Department of Reve	DFT0000296	03/31/2023	State Income Tax Withholding	02-02-00-24001	694.00
Internal Revenue Service	DFT0000293	03/31/2023	Social Security	02-00-00-24000	1,333.20
Internal Revenue Service	DFT0000293	03/31/2023	Social Security	02-02-00-24000	2,190.10
Internal Revenue Service	DFT0000294	03/31/2023	Medicare	02-00-00-24000	311.82
Internal Revenue Service	DFT0000294	03/31/2023	Medicare	02-02-00-24000	512.20
Internal Revenue Service	DFT0000295	03/31/2023	Federal Income Tax Withholdi	02-00-00-24002	1,017.40
Internal Revenue Service	DFT0000295	03/31/2023	Federal Income Tax Withholdi	02-02-00-24002	1,827.45
Fund 02 - Water Fund Total:					232,518.92

Board Expense Report

Payable Dates: 3/1/2023 - 3/31/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Fund: 03 - Wastewater Fund					
Frontier It	10262	03/01/2023	Monthly billing March	03-50-00-58075	1,025.00
Denali Water Solutions Llc	10261	03/01/2023	Sludge hauls week ending 02/	03-50-00-52020	1,205.56
Sbs Services Group Llc	10263	03/01/2023	March janitorial services	03-50-00-58075	223.50
Pilot Travel Centers LLC	DFT0000269	03/01/2023	February fuel expenses	03-50-00-53006	133.37
Cebt	DFT0000270	03/08/2023	February Health Insurance Pr	03-50-00-54410	7,623.94
Waste Management	10272	03/09/2023	February screenings haul	03-50-00-52020	3,287.75
Service Uniform Rental	10270	03/09/2023	Uniform maintenance 01/31/	03-50-00-58075	123.17
Service Uniform Rental	10270	03/09/2023	Uniform maintenance 02/07/	03-50-00-58075	123.17
Service Uniform Rental	10270	03/09/2023	Uniform maintenance 02/14/	03-50-00-58075	123.17
Service Uniform Rental	10270	03/09/2023	Uniform maintenance 02/21/	03-50-00-58075	123.17
Law Firm Of Connie H. King,LI	10269	03/09/2023	Professional services February	03-50-00-52060	925.00
Co Analytical Labs, Inc.	10265	03/09/2023	Total recoverable metals testi	03-50-00-51070	1,616.00
Usa Blue Book	10271	03/09/2023	Incubator refridgerator	03-50-00-51060	7,327.61
Amerigas, Inc.	10264	03/09/2023	Propane 3rd tank@ mixer	03-50-00-55020	1,354.32
Amerigas, Inc.	10264	03/09/2023	Propane 1st tank inside gate	03-50-00-55020	3.37
Amerigas, Inc.	10264	03/09/2023	Propane 2nd tank@ domebld	03-50-00-55020	1,639.17
Amerigas, Inc.	10264	03/09/2023	Propane 4th tank@ Mainbldg	03-50-00-55020	1,043.36
Denali Water Solutions Llc	10266	03/09/2023	February sludge hauls	03-50-00-52020	3,371.80
Energy Laboratories, Inc	10267	03/09/2023	Drinking water radium	03-50-00-51070	371.00
Pilot Travel Centers LLC	DFT0000271	03/09/2023	February fuel expenses	03-50-00-53006	57.66
GDM Environmental	10268	03/09/2023	Industrail pumping service	03-50-00-52000	2,800.00
Lincoln Life	DFT0000272	03/15/2023	Employee 457 Contribution	03-50-00-24003	241.10
Lincoln Life	DFT0000273	03/15/2023	Employee 457 Contribution	03-50-00-24003	798.54
Lincoln Life	DFT0000274	03/15/2023	457 Contributions	03-50-00-24003	1,235.48
Colorado Department of Reve	10556	03/15/2023	State Income Tax Withholding	03-50-00-24001	716.00
Internal Revenue Service	DFT0000283	03/15/2023	Social Security	03-50-00-24000	2,350.80
Internal Revenue Service	DFT0000284	03/15/2023	Medicare	03-50-00-24000	549.74
Internal Revenue Service	DFT0000285	03/15/2023	Federal Income Tax Withholdi	03-50-00-24002	2,129.16
Pilot Travel Centers LLC	DFT0000286	03/16/2023	March fuel expenses	03-50-00-53006	54.17
Usa Blue Book	10279	03/17/2023	Lab supplies	03-50-00-51060	649.43
Usa Blue Book	10279	03/17/2023	Lab supplies	03-50-00-51060	71.95
Usa Blue Book	10279	03/17/2023	Lab supplies	03-50-00-51060	382.98
Amerigas, Inc.	10273	03/17/2023	Propane 2nd tank@ domebld	03-50-00-55020	1,139.05
Amerigas, Inc.	10273	03/17/2023	Propane 3rd tank@ mixer	03-50-00-55020	727.05
Amerigas, Inc.	10273	03/17/2023	Propane 4th tank@ mainbldg	03-50-00-55020	719.78
Denali Water Solutions Llc	10276	03/17/2023	Sludge hauls week ending 03/	03-50-00-52020	4,894.82
Energy Laboratories, Inc	10277	03/17/2023	TENORM testing	03-50-00-51070	292.00
Aura Sub LLC	10274	03/17/2023	Identity protection	03-50-00-54430	52.00
Mountain View Electric Assn.	DFT0000287	03/17/2023	0900 W.W. metering thru 03/	03-50-00-55010	88.00
Mountain View Electric Assn.	DFT0000287	03/17/2023	5102 Old building thru 03/01/	03-50-00-55010	4,669.00
Mountain View Electric Assn.	DFT0000287	03/17/2023	6200 New building thru 03/01	03-50-00-55010	13,088.00
Forest Lakes Metropolitan Dis	10278	03/17/2023	February potable water	03-50-00-55010	17.66
Clerk of the Combined Court	10275	03/17/2023	Mandatory employee deducti	03-50-00-24007	150.00
Sprint	10283	03/23/2023	Employee cell phones	03-50-00-58080	366.20
E-470 Public Highway Authori	10282	03/23/2023	Delivery of valve actuator	03-50-00-57002	4.10
Usa Blue Book	10284	03/23/2023	DRB200 Reactor and electolyt	03-50-00-51070	1,543.60
Denali Water Solutions Llc	10281	03/23/2023	Sludge hauls weed ending 03/	03-50-00-52020	2,127.33
Denali Water Solutions Llc	10281	03/23/2023	Annual sampling 2022	03-50-00-52020	1,171.96
Pilot Travel Centers LLC	DFT0000289	03/23/2023	March fuel expenses	03-50-00-53006	99.88
Century Link	10280	03/23/2023	Internet@ the waste plant	03-50-00-58080	229.50
Pikes Peak Culligan	10287	03/29/2023	Drinking water rental	03-50-00-58075	81.00
Sbs Services Group Llc	10288	03/29/2023	April janitorial services	03-50-00-58075	223.50
Timber Line Electric & Control	10290	03/29/2023	Annual service desk members	03-50-00-58075	120.00
Standard Insurance Co.-Life In	10289	03/29/2023	April disability	03-50-00-54420	506.00
Clerk of the Combined Court	10286	03/29/2023	Mandatory employee deducti	03-50-00-24007	150.00
Ambiente H2O Inc.	10285	03/29/2023	Repair of the motive oumo in	03-50-00-52000	16,908.65
Lincoln Life	DFT0000290	03/31/2023	Employee 457 Contribution	03-50-00-24003	241.10
Lincoln Life	DFT0000291	03/31/2023	Employee 457 Contribution	03-50-00-24003	745.45
Lincoln Life	DFT0000292	03/31/2023	457 Contributions	03-50-00-24003	1,234.09

Board Expense Report

Payable Dates: 3/1/2023 - 3/31/2023

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Colorado Department of Reve	DFT0000296	03/31/2023	State Income Tax Withholding	03-50-00-24001	779.75
Internal Revenue Service	DFT0000293	03/31/2023	Social Security	03-50-00-24000	2,522.66
Internal Revenue Service	DFT0000294	03/31/2023	Medicare	03-50-00-24000	589.96
Internal Revenue Service	DFT0000295	03/31/2023	Federal Income Tax Withholdi	03-50-00-24002	2,364.92
			Fund 03 - Wastewater Fund Total:		101,527.45
			Grand Total:		334,046.37

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
02 - Water Fund	232,518.92	232,518.92
03 - Wastewater Fund	101,527.45	101,527.45
Grand Total:	334,046.37	334,046.37

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
02-00-00-24000	Payroll Tax-Employee SS	3,240.74	3,240.74
02-00-00-24001	Employee State Tax W/H	763.25	763.25
02-00-00-24002	Employee Fed Tax-W/H	1,966.37	1,966.37
02-00-00-24003	Employee 457 W/H	2,894.01	2,894.01
02-00-00-24005	Health Withholding	90.62	90.62
02-00-00-54410	Insurance-Health	15,566.68	15,566.68
02-01-00-54420	Disability, Life Ins.	931.74	931.74
02-01-00-54430	Identity Protection	160.00	160.00
02-01-00-58005	Office Expenses	2,647.51	2,647.51
02-01-00-58015	Publication Expenses	117.51	117.51
02-01-00-58056	Insurance-Workmen's C	6,787.00	6,787.00
02-01-00-58060	Legal - General	7,551.00	7,551.00
02-01-00-58065	Legal - Water	423.00	423.00
02-01-00-58075	Contract Services	3,309.01	3,309.01
02-01-00-58080	Communications	1,871.55	1,871.55
02-02-00-24000	Payroll Tax-Employee SS	4,978.20	4,978.20
02-02-00-24001	Employee State Tax W/H	1,266.00	1,266.00
02-02-00-24002	Employee Fed Tax-W/H	3,115.95	3,115.95
02-02-00-24003	Employee 457 W/H	3,229.30	3,229.30
02-02-00-24005	Health Withholding	23,100.00	23,100.00
02-02-00-52000	Repair & Maintenance-	8,882.80	8,882.80
02-02-00-52010	Tools & Equipment	696.00	696.00
02-02-00-52070	Water and Well Enginee	52,457.67	52,457.67
02-02-00-52110	Civil Engineering	11,643.00	11,643.00
02-02-00-53006	Fuel	1,294.03	1,294.03
02-02-00-53012	Truck Maintenance	66.48	66.48
02-02-00-58075	Contract Services	2,863.38	2,863.38
02-02-00-60002	Radium Removal	3,600.00	3,600.00
02-02-41-52000	Repair & Maintenance	1,027.21	1,027.21
02-02-41-52030	Residuals Management	2,217.37	2,217.37
02-02-41-55030	Natural Gas	165.64	165.64
02-02-43-55030	Natural Gas	624.48	624.48
02-02-45-51040	Potassium Permanganat	330.00	330.00
02-02-45-51080	Chem-Other	19.80	19.80
02-02-45-55010	Utililties-Electric	3,737.00	3,737.00
02-02-45-55030	Natural Gas	131.67	131.67
02-02-45-60000	Capital Projects	12,737.00	12,737.00
02-02-47-51030	Chlorine (Sodium Hypoc	120.00	120.00
02-02-47-51040	Potassium Permanganat	330.00	330.00
02-02-47-51060	Lab & Analytical Equip	432.50	432.50
02-02-47-51080	Chem-Other	19.80	19.80
02-02-47-52000	Repair & Maintenance	560.00	560.00
02-02-47-52010	Tools & Equipment	4,951.07	4,951.07
02-02-47-55010	Utililties-Electric	7,224.00	7,224.00
02-02-47-55030	Natural Gas	357.38	357.38
02-02-47-60000	Capital Projects	60.56	60.56
02-02-49-55010	Utililties-Electric	254.00	254.00
02-02-49-55030	Natural Gas	22.31	22.31
02-02-93-58080	Communications	664.77	664.77
02-03-71-55010	Utililties-Electric	232.00	232.00
02-03-73-55010	Utililties-Electric	505.52	505.52

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
02-03-75-55010	Utilities-Electric	17.25	17.25
02-04-01-55010	Utilities-Electric	3,057.00	3,057.00
02-04-07-52130	Groundwater Eng	5,010.20	5,010.20
02-04-07-55010	Utilities-Electric	616.00	616.00
02-04-13-52000	Repair & Maintenance	1,625.00	1,625.00
02-04-13-55010	Utilities-Electric	1,124.00	1,124.00
02-04-15-52000	Repair & Maintenance	1,625.00	1,625.00
02-04-15-52130	Groundwater Eng	5,010.20	5,010.20
02-04-15-55010	Utilities-Electric	2,936.00	2,936.00
02-04-17-55010	Utilities-Electric	1,450.00	1,450.00
02-04-19-55010	Utilities-Electric	2,256.00	2,256.00
02-04-19-55030	Natural Gas	58.39	58.39
02-04-23-55010	Utilities-Electric	134.00	134.00
02-04-25-60000	Capital Projects	2,646.60	2,646.60
02-04-61-55010	Utilities-Electric	155.00	155.00
02-04-81-55010	Utilities-Electric	1,424.00	1,424.00
02-04-83-55030	Natural Gas	120.09	120.09
02-04-85-55010	Utilities-Electric	995.00	995.00
02-04-85-55030	Natural Gas	22.31	22.31
03-50-00-24000	Payroll Tax-Employee SS	6,013.16	6,013.16
03-50-00-24001	Employee State Tax W/H	1,495.75	1,495.75
03-50-00-24002	Employee Fed Tax-W/H	4,494.08	4,494.08
03-50-00-24003	Employee 457 W/H	4,495.76	4,495.76
03-50-00-24007	Tax Levy/Garnishment	300.00	300.00
03-50-00-51060	Lab & Analytical Equip	8,431.97	8,431.97
03-50-00-51070	Lab Tests	3,822.60	3,822.60
03-50-00-52000	Repair & Maintenance	19,708.65	19,708.65
03-50-00-52020	Biosolids Hauling	16,059.22	16,059.22
03-50-00-52060	AFCURE	925.00	925.00
03-50-00-53006	Fuel	345.08	345.08
03-50-00-54410	Insurance-Health	7,623.94	7,623.94
03-50-00-54420	Disability, Life Ins.	506.00	506.00
03-50-00-54430	Identity Protection	52.00	52.00
03-50-00-55010	Utilities-Electric	17,862.66	17,862.66
03-50-00-55020	Propane	6,626.10	6,626.10
03-50-00-57002	Miscellaneous Expense	4.10	4.10
03-50-00-58075	Contract Services	2,165.68	2,165.68
03-50-00-58080	Communications	595.70	595.70
	Grand Total:	334,046.37	334,046.37

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	333,430.37	333,430.37
W3D-Electric	616.00	616.00
	Grand Total:	334,046.37

Donala Water & Sanitation District

Executive Summary

Portfolio Snapshot

Book Value (\$000):	\$6,100	Average Coupon:	2.85%	Average Maturity (years):	1.80
Market Value (\$000):	\$5,972	Book Yield:	3.14%	Average Life (years):	1.80
Gain (Loss) on Portfolio:	(\$128)	Expected Total Return:	4.39%	Effective Duration:	1.45

Market Snapshot

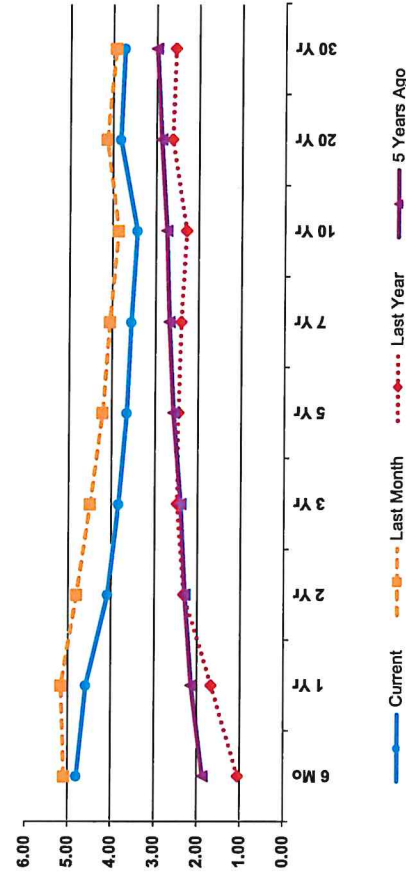
Market Brief

- Following a growth rebound in the second half of 2022, we expect growth to decelerate significantly as the Federal Reserve's rate hikes impact financial conditions
- Consumers continue to support economic growth as they benefit from a strong job market and excess COVID-era stimulus savings.
- Financial markets have consistently underestimated the stickiness of inflation. The Federal Reserve will likely hold financial conditions tight to ensure inflation slows.
- Equity markets appear to be pricing in a soft landing or the near miraculous no-landing, even as EPS estimates and margins are falling.
- An economic recession is not priced into financial markets, and with limited upside to current equity valuations, we remain cautious on equities. Fixed income markets offer pockets of opportunity.

U.S. Treasury yields as of 03/31/2023

Maturity	Yield	Last Month	Last Year
6 month	4.81	5.09	1.05
1 Year	4.60	5.17	1.68
5 Year	3.67	4.22	2.46
10 Year	3.44	3.87	2.28
30 Year	3.75	3.94	2.55

Treasury Yield Curve History



DONALA

Water & Sanitation District

April 4, 2023

VIA US MAIL AND EMAIL

Jim McGrady
Triview Metropolitan District
16055 Old Forest Point, Suite 302
Post Office Box 849
Monument, CO 80132

Ann Nichols
Forest Lakes Metropolitan District
2 N. Cascade Avenue, Suite 1280
Colorado Springs, CO 80903

Re: Intergovernmental Agreement by and between Triview Metropolitan District, Forest Lakes Metropolitan District and Donala Water and Sanitation District for the Upper Monument Creek Regional Wastewater Treatment Facility (the "IGA")

Dear Jim and Ann:

As you are aware, the Board of Directors of the Donala Water and Sanitation District has been advised of recent actions related to the participants in the Upper Monument Creek Regional Wastewater Treatment Facility which the Donala Board perceives as contrary to the interests of Donala and usurping its role as Plant Operator. The District Board directed me to attempt to work toward an amicable resolution of the ongoing dispute Donala has with Triview and Forest Lakes (the "IGA Partners") related to the IGA Partners' handling of the *Agreement for Professional Services* with Carollo Engineers, Inc (the "Carollo Agreement").

In light of the two new proposed Task Orders adding additional services for evaluation, to which Donala as the Plant Operator objects as unnecessary, and the process by which the IGA Partners appear to be proceeding with efforts which are contrary to the plain language of the IGA, Donala must raise concern that Donala's role as the Plant Operator of the Upper Monument Creek Regional Wastewater Treatment Facility (the "UMCWTF") is being ignored by the IGA Partners and actions are being taken in violation of the IGA. To repeat prior communications, Donala first objected to not being included in necessary process prior to Jim McGrady unilaterally engaging a consultant to review the functionality of the UMCWTF, and further agreed to participate only with meaningful revision of the Scope of Services attached to

DONALA

Water & Sanitation District

the Carollo Agreement as “Task Order #1.” Task Order #1 includes in “Task 3.1-Infrastructure Needs” the following scenario for evaluation:

Continue operations of only Donala and upgrade to meet regulatory requirements and growth in its service areas. In this scenario, Triview and Forest Lakes districts will divert wastewater flows through the North Monument Creek Interceptor to the J.D. Phillips Water Reclamation Facility (WRF) for treatment.

I objected to this aspect of the Carollo Agreement in an operations meeting, and further directed comments to each of you in writing about Donala’s expectations for a more inclusive process, and to date, the scope has not been properly amended to remove this objectionable term. Further, the additional Task Orders adding a review of the treatment facility walls and phosphorous requirements are objectionable. These tasks can be accomplished by the Plant Operator and the UMCWTF engineers, who have also reviewed the two task orders, and do not require the investment of resources being advanced by the IGA Partners. While we appreciate the improved tone of communications in our meetings of late, recent communications indicate the IGA Partners intend to pursue further efforts to find fault with the UMCWTF and to override day-to-day decision making from the Operator’s responsibilities.

Additionally, Donala’s general counsel has reviewed the Carollo Agreement and pointed out three other major problems with its content and process. First, the Carollo Agreement creates a multiple-fiscal year financial obligation without the requisite voter approval (or acceptable appropriation language) required under TABOR. Donala does not currently operate as an enterprise, and would not have agreed to this term had we had an opportunity to meaningfully participate in the process of engaging a consultant. Second, the Carollo Agreement contains broad indemnity language which obligates the UMCWTF to act as an indemnitor for Carollo Engineers, Inc., without appropriate conditional language or reference to the Colorado Governmental Immunity Act. Third, the Carollo Agreement was entered into by Mr. McGrady, in the name of Triview, and purporting to be on behalf of the Upper Monument Creek Wastewater Treatment Facility as “Owner.” As described further below, it is my responsibility and my right as the Plant Operator to execute and deliver any agreement necessary for the hiring of contractors on behalf of the UMCWTF.

We believe these are serious issues that must be addressed following the notice requirements of Section 13 of the IGA. Donala disagrees with the IGA Partners’ application of the plain terms of Sections 10(a) and (b), 15(d), 18(e) and (n), along with the implied duty of good faith and fair dealing of the joint tenants of the UMCWTF pursuant to the IGA. Specifically, Donala has grave concerns that the IGA Partners are engaging in acts which, unless cured, will risk putting the IGA Partners in Default under Section 12 of the IGA. As evidence of this position, Donala points the IGA Partners to the above terms in the IGA and actions as

DONALA

Water & Sanitation District

further outlined below which, in the Plant Operator's opinion, evidence the IGA Partners' intention or action in failing to perform or observe terms within the IGA

- Section 10(a) of the IGA provides that Operations shall be run through the Plant Operator, and only certain limited functions are to be exercised by the Operations Committee. The actions authorized and designated as Plant Operator activities include (but are not limited to): "hiring and retention of contractors and subcontractors," and "preparing bids, contracts, notices of awards, etc.; execution and delivery of all necessary contracts and agreements." None of these requirements were followed in the award of the Carollo Agreement (or its requested additional Task Orders). Donala has, in writing, expressed its intention that it must provide meaningful input into the existing agreement in order to participate in its completion as a reasonable and proper expenditure under the UMCWTF. To date, this request has been ignored, and seemingly replaced with a "popular vote" concept not anticipated in the IGA. The request for an expanded scope initiated by the IGA Partners only exacerbates this conflict.
- Section 10(b) of the IGA further provides that the Operations Committee has the limited purposes of: (i) meeting on a regular basis in order to review the performance of the Plant Operator and to keep the parties fully informed of matters concerning operations and management; and (ii) to coordinate planning for the orderly growth and expansion of the Aggregate Facilities and 24" Interceptor. The IGA Partners have recently asserted in email exchanges attempting to approve additional Task Orders that this Section of the IGA allows for the vote of Operations Committee participants on operations related issues; however, it is clear from the plain language of Section 10(a) that the Plant Operator should be responsible for initiating and signing all contracts related to the performance of the function of the UMCWTF. Donala has attempted to offer a solution to the defective method by which the Carollo project was initiated as an obligation of the UMCWTF, but has not seen any progress toward resolving this dispute or acceptance of the Donala position.
- Section 10(c) refers to limited activities which require a decision of the respective Boards of Directors or their designees. Those functions do not include contracts to evaluate the functionality of the UMCWTF. In fact, the only contracts which are implicated by Section 10(c) are those related to Major Repairs and Replacements, which are defined as a "major repair or replacement which requires an estimated total expenditure in excess of the amount set forth in the budget for the applicable year." While the Carollo Agreement may have been initiated by the IGA Partners to attempt to determine if any Major Repairs or Replacements may be imminent, the agreement to

DONALA

Water & Sanitation District

evaluate such repairs is not, in itself, a contract to initiate any such repairs, and is clearly outside of the scope of Section 10(b) or (c).

- Further, the Miscellaneous terms of the IGA include important assurances from the parties, one to the others, that they will neither engage in activities which will interfere with the respective rights and interests of the parties nor attempt to terminate the IGA. Specifically, Section 18(e) provides that the parties shall not be considered a partner, joint venture, or agent of the others, *except to the extent any of the parties is or becomes the Plant Operator*. Clearly the Plant Operator is expected by the IGA to work on behalf of all of the participating agencies and the other parties are given no authority to act as an agent on behalf of the UMCWTF. Likewise, this Section further confirms that no District shall be liable for obligations incurred by any other District. Finally, Section 18(n) defines the parties' intention that the IGA is expected and intended to be perpetual in nature. By the plain terms of the Carollo Agreement, and also the process by which it was first signed, and now expected to be expanded, each of these commitments has been ignored by the IGA Partners.

To be clear, Donala does not object to the IGA Partners doing their own diligence in evaluating the cost of continued operation of the UMCWTF as a party. Donala has itself evaluated the function of the UMCWTF and its desire to continue its use. The IGA provides an avenue for any party to offer to sell its interest in the UMCWTF, and the value of that party's interest must be ascertained somehow. However, the IGA does not anticipate the Parties taking any action which would, in essence, aim to terminate the purpose of the IGA or force another party to the IGA to pay for another party's individual interest in doing so.

Donala expects the IGA Partners to adhere to the terms of the IGA, specifically as they relate to the role of the Plant Operator, but additionally as they relate to the express intent of the IGA set forth in Section 18. To this end, this letter provides reasonable opportunity for the IGA Partners, individually and jointly, to provide notice of intention to abide by the terms of the IGA and to operate within its terms as a means to cure any perceived default under the IGA.

Sincerely,



Jeff Hodge
District Manager

Cc: Board of Directors, Donala Water & Sanitation District

DONALA WATER & SANITATION DISTRICT
A RESOLUTION ADOPTING A CONTRACTING AND
PROCUREMENT POLICY
2023-2

WHEREAS, Donala Water & Sanitation District (the “District”) is a political subdivision of the State of Colorado and a duly organized and existing special district pursuant to Title 32, Colorado Revised Statutes; and

WHEREAS, pursuant to Section 32-1-1001(1)(d), C.R.S., the District Board of Directors (“Board”) has the power to enter into contracts and agreements affecting the business of the District, including contracts for work, materials or services; and

WHEREAS, pursuant to Section 32-1-1001(1)(h) and (i), C.R.S. the Board has ultimate authority and responsibility over all business, affairs, and personnel of the District; and

WHEREAS, pursuant to Section 32-1-1001(1)(m), C.R.S., the District has the power to adopt, amend, and enforce bylaws and rules and regulations not in conflict with the constitution and laws of the state for carrying out the business, objects and affairs of the Board and of the District; and

WHEREAS, it is in the best interest of the District, its residents and customers, to have a Contracting and Procurement Policy, to ensure compliance with State and Federal law(s); and

WHEREAS, the Board believes that the adoption of a Contracting and Procurement Policy for the District will further the public interest by maximizing the purchasing value of the District’s funds, increasing the efficiency of the District’s procurement procedures, and providing safeguards to maintain a procurement system of quality and integrity; and

WHEREAS, the Board has reviewed the Contracting and Procurement Policy attached hereto and wishes to adopt such guidelines as attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Donala Water & Sanitation District as follows:

1. **Adoption of Contracting and Procurement Policy.** The Contracting and Procurement Policy attached hereto as Exhibit A and incorporated herein is hereby adopted. District staff, officials, contractors or subcontractors, when acting on the District’s behalf in a contracting or procurement role, shall adhere to the Contracting and Procurement Policy.

2. **Expenditures of Federal or State Funds.** When any procurement involves the likely or expected expenditure of Federal or State funds, whether in the form of a grant or potential disaster or other federally funded reimbursement of expenditures, the procurement shall be conducted in accordance with any applicable mandatory Federal or State laws or regulations. As specified in the Contracting and Procurement Policy, particular attention will be given to procurement related to a disaster or emergency condition which may be subject to Federal or State disaster relief funding, and which will require the supplementary conditions to any contract for services entered into by the District.

3. **Severability.** If any part, section, subsection, sentence, clause or phrase of this Resolution, or the Contracting and Procurement Policy adopted hereby, is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

4. **Effective Date.** This Resolution shall take effect and be enforced immediately upon its approval by the District Board.

ADOPTED this ____ day of _____, 2023.

Donala Water & Sanitation District

By _____
Wayne Vanderschuere, President

Attest:

Kevin Deardorff, Secretary

EXHIBIT A

CONTRACTING AND PROCUREMENT POLICY

DONALA WATER & SANITATION DISTRICT
CONTRACTING AND PROCUREMENT POLICY

1. General Procurement/Purchasing Policy. Donala Water & Sanitation District (the “District”) expects that all expenditures of public funds shall be made in compliance with the Colorado Revised Statutes, as amended; shall adhere to all District policies issued regarding the purchase of goods and services; and shall be within approved budgeted amounts. Purchases or contracts made contrary to this policy will not be binding upon the District and the person making the purchase may be held personally liable for any expenditure required to be canceled or forgiven as a result of failing to follow District policy.

2. District Manager Authority. The District Manager or his or her designee has the authority to sign contracts which are within the District’s service area and purposes and do not require any expenditure of public funds (i.e., general multi-jurisdictional emergency aid agreement not requiring expenditure of funding). The District Manager or his or her designee may sign contracts and make purchases for \$_____ or less without separate Board approval if the purchase of goods or services have been identified in the District’s current budget and the necessary funds have been appropriated.

3. Prior Board Approval. All purchases in excess of \$_____, or which have not been budgeted or appropriated for the then-current year, require prior approval of the Board.

4. Purchasing Procedures. For all purchases requiring prior Board approval, the District shall obtain more than one price quote, either in person, by telephone or fax to obtain prices for the purchase of the required supplies, materials, equipment or services and shall select the appropriate vendor based on the lowest responsible and responsive person or provider. The District reserves the right to reject any and all quotes, and to select, in its discretion, the supplies, materials, equipment or services determined to be in the District’s best interest. The Board expects the District Manager or his or her designee to consider alternate approaches, such as a formal Request for Proposal or other similar procedure for non-standard or complex purchases which require prior Board approval. Informal purchase procedures, at the District Manager’s discretion, may be used for the procurement of standard, non-complex goods or services not requiring prior Board approval. The District maintains a standard form services agreement which should be used for all purchases; contracts for non-standard or complex purchases should be reviewed and approved by the District’s general counsel prior to approval.

5. Construction Contracts.

(a) Notice by newspaper publication and a competitive bid or proposal shall be required for any construction contract in excess of the limits established by Section 32-1-1001, C.R.S. For contracts procured pursuant to Section 32-1-1001, C.R.S., the award shall be made to the lowest responsive and responsible bidder whose bid or proposal complies with the specifications contained in the Invitation for Bid or Request for Proposals. The District reserves the right to reject any and all bids and to waive all formalities in bids, and to select, in its discretion, the bid determined to be in the District's best interest. For contracts procured pursuant to Part 18 of Article 1, Title 32, C.R.S., for Integrated Project Delivery, proposals shall be evaluated pursuant to criteria established by the District, and the award shall be made to the party submitting a proposal which represents the best value to the District.

(b) Construction contracts involving costs less than the threshold amount provided in Section 32-1-1001, C.R.S., for notice and bidding are subject to the other provisions and requirements of this Policy.

(c) The District shall create and maintain a standard form construction agreement which should be used for most construction contracts; contracts for non-standard or complex projects should be reviewed and approved by the District's general counsel prior to approval.

6. Exceptions to Bid/Quote Requirement. For purchases subject to paragraph 4 above, the District shall not be required to obtain bids or price quotes for the following types of purchases:

- (a) Sole Source purchases, subject to paragraph 7 below;
- (b) State or Federal Pricing;
- (c) Contracts with other governmental units;
- (d) Legal, accounting, and auditing services;
- (e) Professional services of less than \$_____ that are selected from a pre-qualified vendor list;
- (f) Emergency purchases, subject to paragraph 8 below; and

7. Sole Source Purchases. Sole source purchases are appropriate when a product or service is available from only a single supplier. The District shall make a written determination as to why the purchase should be sole source, and shall negotiate the price, terms and delivery of the procurement action. Examples of when sole source procurement may be appropriate are:

- (a) Compatibility of equipment, accessories, replacement parts or other products or services to be purchased are of paramount consideration;
- (b) Required and appropriate specifications can be met by only a single source; or
- (c) A sole supplier's product or services are needed for trial or testing.

8. Emergency Purchases. An emergency condition is a situation that creates a threat to public health, welfare, or safety or a need to protect District assets. Potential causes include, but are not limited to, floods, epidemics, riots, equipment failures, operational work stoppages, or other similar reasons proclaimed by the President of the Board. Upon such proclamation including a determination that the existence of such condition creates an immediate and serious need for goods or services which could not be met using normal procurement methods in a timely manner, the President may temporarily suspend this Policy for thirty (30) days, or until reinstated by proper Board action, whichever comes first. The Board may extend any temporary suspension of this Policy for any period of time deemed appropriate. If this Policy is suspended, prior to any emergency purchase, due consideration will be given to the potential for assistance of federal disaster relief funds and the extent to which compliance with federal procurement law(s) pursuant to paragraph 12 of this Policy will be necessary. All emergency purchases shall be reported to and ratified by the Board at the next regular meeting of the Board.

9. Prohibition Against Subdivision. No procurement transaction shall be subdivided for the purpose of circumventing the dollar values provided in this policy.

10. Conflict of Interest. Every Board member or District employee is expressly prohibited from knowingly:

- (a) Underestimating or exaggerating requirements to a prospective bidder for the purpose of influencing bids.
- (b) Misrepresenting the quality of a bidder's products or services.
- (c) Engaging in a procurement transaction which would violate that Board member's or employees' duties with respect to conflicts of interest.

11. Compliance with Statutes. In addition to the requirements of this Policy, the procurement of goods and services by the District is subject to, and shall comply with all applicable Colorado statutes, including but not limited to Sections 32-1-1001(1)(d)(I), 24-18-101, *et seq.*, 24-91-103.6, and 29-1-110, C.R.S.

12. Compliance with Federal Law. The District recognizes that it may obtain federal funding or grant monies for certain purchases from time to time. In addition to

the requirements of this Policy, the procurement of goods and services by the District which are financed, in whole or in part, by federal dollars shall comply with all applicable federal statutes, rules, and regulations, and/or grant requirements. In addition, federal funding or grant requirements often include pre-contract bidding or procurement obligations; for example, taking affirmative steps to solicit bids from women and minority owned businesses. 44 CFR 13.36(e). For all such purchases, the District will determine the applicable procurement guidelines prior to purchase of any goods or services. This District shall create, maintain and periodically update, with assistance of District's general counsel, a form contract addendum incorporating federal procurement requirements for use on federally funded purchases. Said contract addendum will be reviewed by the District Manager or his or her designee for each purchase subject to this paragraph and revised or adjusted as is appropriate to meet the specific requirements for each individual purchase involving federal funding.

13. Administration. Prior to signing a purchase order or contract for goods or services, the provisions of this Policy shall be complied with. Contract administration begins with the signing of the purchase order or contract and continues throughout the life of the purchase order or contract. The complexity of the purchase order or contract dictates the level of administration required. A one-time delivery of supplies requires less administration than a multi-year requirements contract for complex services. As a minimum, the following shall be documented and/or monitored by the District:

- (a) Inspect and accept goods or services received.
- (b) Assure that the procurement action is completed successfully and in accordance with the terms and conditions of the purchase order or contract.
- (c) Communicate with suppliers/contractors to assure understanding of the requirements within the boundaries of the contract documents.
- (d) Evaluate contractor performance against contract requirements.
- (e) Review reports of completed work and test for actual completion of the work.
- (f) Process payments and contract closeout documents in a timely manner.
- (g) Maintain a complete documented procurement file of all the related purchasing actions.
- (h) All goods purchased shall be appropriately inventoried and tagged before being placed into service.

**Donala Water & Sanitation District
Manager's Report
April 20, 2023**

The Loop Water Authority: Is preparing to put out bid requests for project manager and Schematic Design. On May 4th we will review the information generated by BBA's water model. This is an overview of the water that we plan to put into the system and the amount coming out of the other end to be delivered and used.

University of Denver 2023 Water Symposium: I attended this event April 14th to hear the presentation "Innovative Solutions for Water Problems in the Rocky Mountain West." And specifically, to hear James Eklund's thoughts. April 7th, he gave another presentation in which he pointed out his thoughts of the Denver Basin as a massive shortage vessel. This was of interest due to the ASR Study that LRE has been undertaking on our behalf.

Colorado Ground Water Association Symposium: I attended this event on the afternoon of April 14th. LRE presented the findings of the Aquifer Storage and Recharge (ASR) Study they performed for the District and Tri-View. The presentation was very well received and of great interest to the attendees. LRE will provide the Board with a similar presentation at the May 18th Board meeting.

Northern Water Conservancy Water Symposium: Attended this symposium April 10th. I will provide a verbal report on the event.

Pikes Peak Regional Water Authority: Next Meeting May 3rd. Nothing new to report from the April 5th meeting.

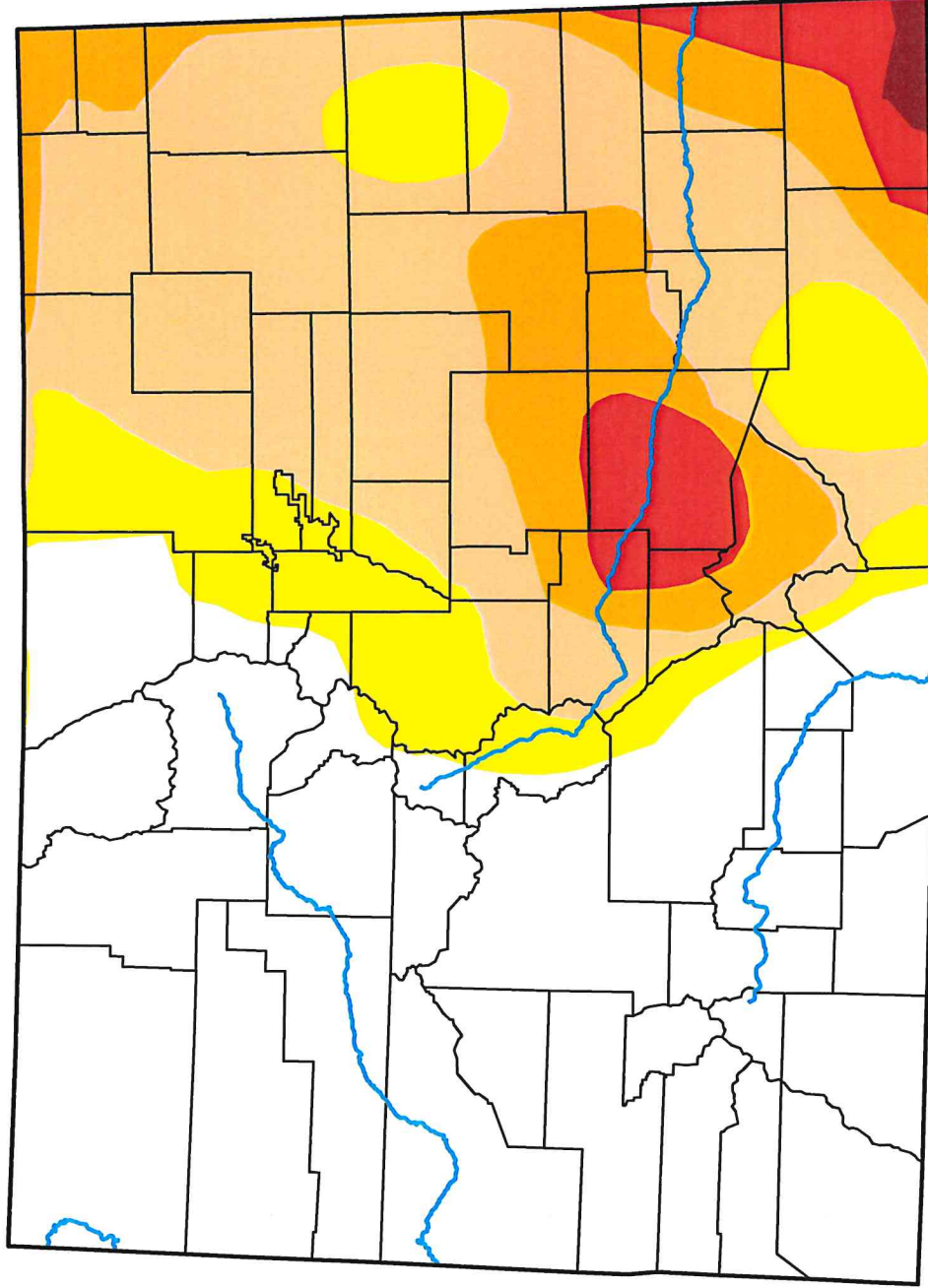
Arkansas Water Forum: The forum will be held - April 24-26, 2023, Double Tree, Colorado Springs Colorado.

U.S. Drought Monitor Colorado

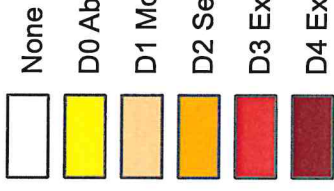
April 11, 2023

(Released Thursday, Apr. 13, 2023)

Valid 8 a.m. EDT



Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

David Simeral
Western Regional Climate Center

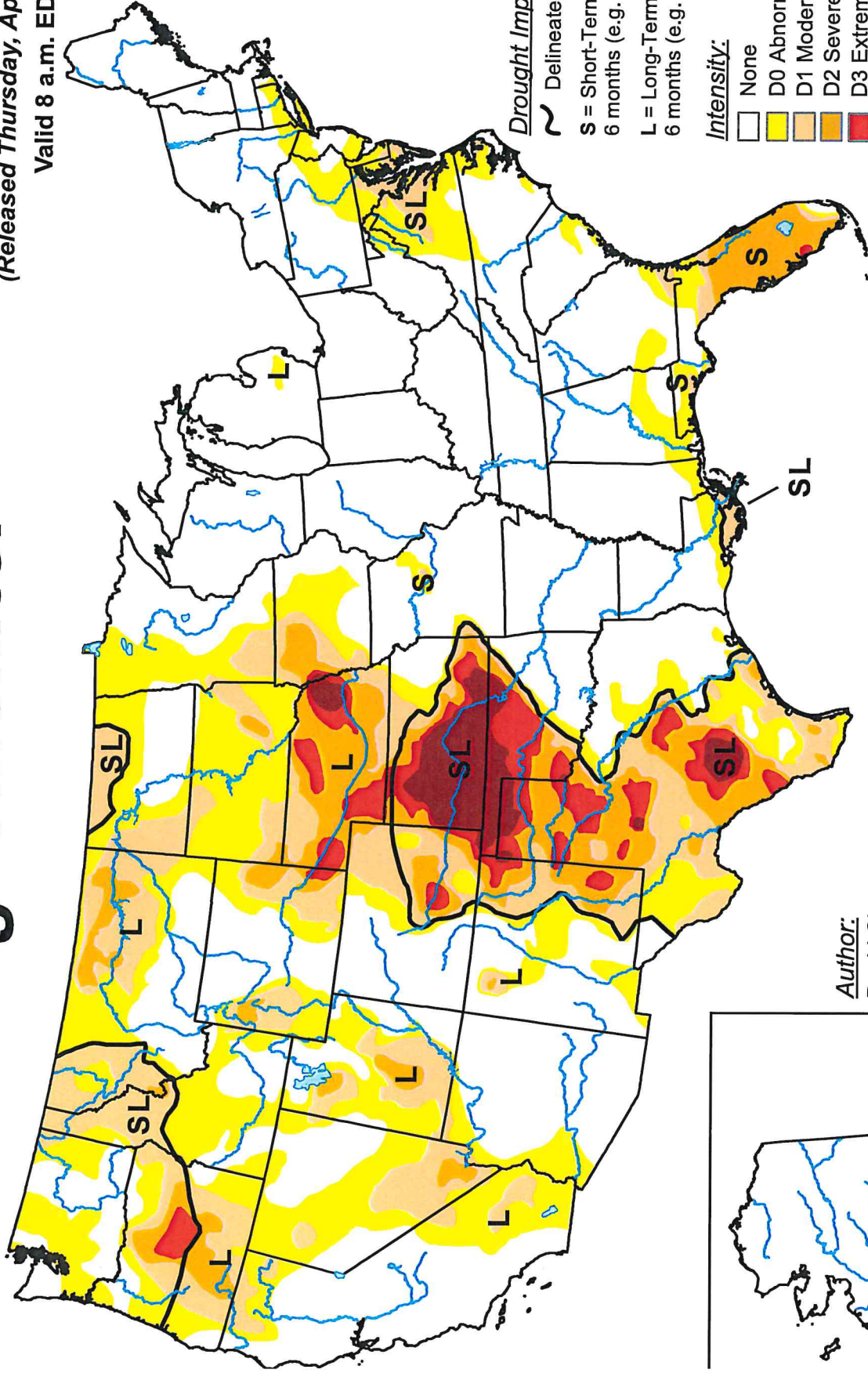


U.S. Drought Monitor

April 11, 2023

(Released Thursday, Apr. 13, 2023)

Valid 8 a.m. EDT



Author:

David Simeral

Western Regional Climate Center

Drought Impact Types:

~ Delineates dominant impacts

S = Short-Term, typically less than 6 months (e.g. agriculture, grasslands)

L = Long-Term, typically greater than 6 months (e.g. hydrology, ecology)

Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>



droughtmonitor.unl.edu

