

**DONALA WATER AND SANITATION DISTRICT**  
**BOARD MEETING AGENDA**  
**July 15, 2021**

MEETING TIME & PLACE:

**1:30 P.M.**

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

BOARD MEMBERS:           Ed Houle  
                                  Wayne Vanderschuere  
                                  Kevin Deardorff  
                                  Bill George  
                                  Ed Miller

STAFF:                        Jeff Hodge  
                                  Tanja Smith  
                                  Christina Hawker  
                                  Mike Boyett

**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 June 17, 2021, Regular Meeting
6. Financial Reports
7. Action Items:
  - a. None
8. Manager's Report
  - a. Action Items from Board Workshop Update
9. Status of Operations
  - a. Water
  - b. Wastewater
10. Executive Session C.R.S. § 24-6-402(4)(a) – Water Rights
11. Public Comment
12. Adjourn.

DONALA WATER AND SANITATION DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
JUNE 17, 2021

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 June 17, 2021 at 1:30pm.

Directors Present: Ed Houle  
Wayne Vanderschuere  
Kevin Deardorff  
Bill George  
Ed Miller

Staff Present: Jeff Hodge  
Christina Hawker  
Tanja Smith  
Mike Boyett  
Aaron Tolman

Consultants Present: Roger Sams  
Brett Gracely

Guests:

President Houle called the meeting to order at 1:30pm.

Approval of Agenda:

- Approved.

Public Comment Non-Agenda Items:

- Sams stated Water Quality Control Commission conducted meeting, some items will affect discharge. Likely to have new parameters on anti-degradation determination. Expects renewal permit in 2024 may be affected.

Review of Minutes:

- Minutes from May 2021 Board Meeting accepted
  - Deardorff motioned to approve, George second, all aye.

Review of Financial Statements and Check Summaries:

- Donala revenue at 63.06% and expenses at 71.50%.
- Waste Plant revenue at 64.42% and expenses at 64.15%.
- General Fund return is 0.10%.
  - George motion to accept, Vanderschuere second, all aye.

Audit Presentation:

- Audit presented by Tom Sistare of Hoelting and Co.

- District's total assets and deferred outflows exceeded liabilities and deferred inflows at the close of 2019 by \$40,885,054 (net position). Of this amount \$12,315,960 represents unrestricted net position which may be used to meet ongoing obligations
- Total net position increased by \$156,728.
- Capital assets net of depreciation increased by \$545,337 from prior year.
- Total outstanding long-term debt decreased by \$713,393 during the current year due to the payment of loans based on debt service schedules, as well as issuing revenue refunding bonds for the purpose of refunding 3 of our outstanding loans to reduce total debt service payments.

#### Resolution 2021-4:

- Water Leak Adjustment Program revision.
  - George motion to accept, Deardorff second, all aye.

#### Water Strategy:

- President Houle presented a detailed synopsis of the District's water strategy over the years. Document will be stored in Director's notebooks.

#### Manager's Report:

- LRE Well Study:
  - Kicked off the study/update June 8<sup>th</sup> with Brett and Joel of LRE. Brett presented the Board with field evaluation and recommendations. Board agreed to go forward with further sampling of each well at this time. Recommendations will be reviewed and decided upon as needed. This will update the conditions of the current wells in use. It will identify any immediate repairs needed. The study will also identify the best wells that could be used to recharge/store water in the local aquifer.
- PPRWA: The Reuse Study is under way. The completion date estimated to be Nov. 2021. Hodge will be meeting with the consultant to provide additional information the week of June 21<sup>st</sup>.
- Regionalization Subcommittee of PPRWA: There have been no meetings in the last 3 months.
- Northern Water Delivery Line: TriView continues to move forward with the permitting and construction of this project. TriView (JDS Hydro) has collected projected flow demands from most of the Northern Entities and presented to CSU. The question to CSU is availability, reliability and cost to wheel water through Northern Delivery Line if constructed.
- NMCI: Darlene Garcia, project manager for this project has retired. Her replacement has not been officially named at the time of writing this.
- Status of Long-Term water Supply Contract with CSU: Meeting with CSU June 15<sup>th</sup> to discuss the delivery needs of Donala and other northern entities. The request is for a rate/tariff that better reflects the cost of wheeling water through the CSU system.
- Monument Sanitation Contract: Monument Sanitation has hired a District Manager and sent a letter cancelling the Operations Contract effective May 31, 2021.
- Club Lake: We received a request about our ability to fill the lake and what the cost would be. Well 13 could be piped directly to the lake. The cost was quoted at \$5,300 per AF, which is the amount the District charges for construction water.
- Water Congress: The summer conference & membership meeting will be held at the Steamboat Grand Hotel August 24-26.
- CO SDA: Registration opens July 6. The conference will be held at Keystone Sept. 14-17.
- Board Workshop April 15<sup>th</sup>: Action items list attached.

#### Development Update:

- No updates at this time.

### Water Report:

- Water Reporting and Augmentation: Staff has been working with LRE to update, automate and simplify the process. Many of the gauging stations and other reporting parties provide the information in a format that can be imported directly into our spreadsheets and other reporting documents. The goal will be in the next year to move to daily reporting as requested by the other agencies from the weekly and monthly timeline as has been the practice.
- Water Production and Delivery: The District consumed 20.125 million gallons in the month of May. Of that water 11.761 was pumped from our wells with an additional 8.498 million gallons being our Willow Creek Ranch water delivered to us by CSU. The wastewater treatment plant received about 12.245 million gallons of that water as influent, the remaining amount was mainly used for outside watering, about 40%.
- SCAD: The radio telemetry will be upgraded at: Fox Run Sewer Lift Station, Fox Run Water Tank and Well 14. The installation and upgrade is scheduled to be complete by the end of July 2021.
- Water Testing Integration: The majority of Donala's Required Regulatory water Sampling is being moved under the responsibility of Amy Azevedo, Lab Manager. She has also recommended that most of our samples can be shipped to the lab to free up an operator from .5 days travel time and realizing a net savings to the District.
- Operator Certification: Ross Robinson passed and is now an A Water Operator. Joe Lopez several months ago passed his A Water Operator licensing and is ORC for the Forest Lakes Water Treatment Plant. Ronny Wright and Jeff Hodge both have B Water Operator Licenses.
- Water Operations: The operators have been reviewing and/or implementing process and operational improvements. They have upgraded some of the monitoring equipment that was not functioning reliably. The plants are ready for the warmer months ahead.
- Board Workshop Action Items are currently in a work status.
- UMCRRWTF:
  - Aaron Tolman has returned as of the end of May and started full time in June. Aaron is a valuable asset and we are happy to have him back.
  - Plant performance continues to improve with the weather and process control decisions. We were well within permit for May and anticipate even better performance in June. Amy Azevedo has completed our laboratory's DMRs QA and submitted the results into the ERA database. We will be graded sometime after August 27 when that study closes.
  - Carl Martinez and Trevor Wilch attended the RMWEAs Plan Operators School in Loveland. They are both motivated to take their Colorado Class D Certification exams to become Colorado Certified Water Professionals. Boyett will attend the RMWEA Leadville Operator's school in July. He has been asked to teach one course and will also need to attend enough courses to hear the TUs need to renew his Class A Certification in April 2022.
  - Forest Lakes surface water filtration plant is now on-line. We were able to take their initial flows and now their continuing backwash flows with minimal impact to our treatment processes. Construction activities continue for the new UPS transfer facility with almost no impact to our facility.

### Additional Comments:

- September 16 Board meeting will be cancelled due to conflict with SDA Conference. Special meeting will be held on September 23 instead.

There being no further business of the Board, President Houle adjourned the meeting at 3:14 pm.

These minutes are respectfully submitted for record by Tanja Smith on June 18, 2021.

50%

**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY  
From 1/1/2021 Through 6/30/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
<b>OPERATING REVENUE</b>			
WATER SALES	3,426,000.00	886,355.75	(74.13)%
EFFLUENT SALES	154,500.00	36,327.62	(76.49)%
SEWAGE SERVICE	1,241,411.00	539,294.96	(56.56)%
INSTALLATION FEES	15,000.00	10,500.00	(30.00)%
TAP FEES	170,000.00	103,100.00	(39.35)%
WATER DEVELOPMENT	65,000.00	45,500.00	(30.00)%
SEWER DEVELOPMENT	25,000.00	17,500.00	(30.00)%
PROPERTY TAX	1,971,120.00	1,330,422.43	(32.50)%
AUTO TAX	120,000.00	112,466.92	(6.28)%
AVAIL. OF SERVICE	8,750.00	2,450.00	(72.00)%
OPERATING INTEREST	85,000.00	3,235.73	(96.19)%
INVESTMENT INTEREST	45,000.00	18,411.47	(59.09)%
WATER INVESTMENT FEE	40,000.00	28,000.00	(30.00)%
MISC. REVENUE	50,000.00	51,052.66	2.11%
FL REIM. REVENUE	120,000.00	85,316.51	(28.90)%
CONTRACT SANITATION	0.00	67,741.51	0.00%
<b>Total OPERATING REVENUE</b>	<b>7,536,781.00</b>	<b>3,337,675.56</b>	<b>(55.71)%</b>
<b>EXPENSES &amp; CAP PROJECTS</b>			
<b>EXPENDITURES</b>			
CHEM/LAB	75,500.00	42,971.37	43.08%
REPAIR/MAINTENANCE	466,400.00	87,463.26	81.25%
TRUCK/BACKHOE	220,000.00	42,306.86	80.77%
UTILITIES	320,000.00	189,622.34	40.74%
TOOLS AND EQUIPMENT	25,000.00	1,481.78	94.07%
INSPECTION REFUNDS	2,000.00	0.00	100.00%
WASTE PLANT EXPENSES	767,858.00	281,671.38	63.32%
W & P LOAN PAYBACK	356,687.00	157,288.64	55.90%
AUDIT	23,175.00	23,200.00	(0.11)%
RESIDUALS MGMT.	85,000.00	0.00	100.00%
INSURANCE	313,114.00	178,356.85	43.04%
LEGAL EXPENSES	50,000.00	5,879.50	88.24%
OFFICE EXPENSES	24,643.00	13,835.69	43.86%
OFFICE EQUIPMENT	10,700.00	0.00	100.00%
TELEPHONE	27,807.00	16,319.96	41.31%
PROFESSIONAL ENGR.	25,000.00	42,732.50	(70.93)%
DISTRICT ENGINEER	10,000.00	28,640.94	(186.41)%

**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 DONALA SUMMARY  
From 1/1/2021 Through 6/30/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
SALARIES	723,081.00	364,492.89	49.59%
PAYROLL TAXES	54,231.00	27,870.05	48.61%
457 PLAN	50,616.00	22,488.91	55.57%
CONTRACT SERVICES	78,445.00	55,237.20	29.58%
PUBLICATION	16,000.00	6,277.76	60.76%
FEES, PERMITS, DUES	20,000.00	14,712.05	26.44%
TRAINING	25,000.00	6,002.72	75.99%
INVESTMENT EXPENSES	5,800.00	2,461.01	57.57%
COUNTY TREAS. FEE	30,000.00	19,956.34	33.48%
2020 BOND	320,586.00	77,739.04	75.75%
FL REIM. EXPENSE	10,000.00	14,843.68	(48.44)%
MON W & S REIM EXP	0.00	932.79	0.00%
CSU WTR/BOWW	2,111,958.00	370,892.00	82.44%
MISCELLANEOUS EXP	14,000.00	2,009.95	85.64%
Total EXPENDITURES	6,262,601.00	2,097,687.46	66.50%
<b>CAPITAL PROJECTS</b>			
CAPITAL PROJECTS	3,585,000.00	477,513.06	86.68%
WATER RIGHTS	60,000.00	0.00	100.00%
Total CAPITAL PROJECTS	3,645,000.00	477,513.06	86.90%
Total EXPENSES & CAP PROJECTS	9,907,601.00	2,575,200.52	74.01%

**MAY SPENDABLE**

SAVINGS	2,334,480
CHECKING	506,715
WATER GSA	1,002,088
SEWER GSA	733,727
PROPERTY TAX	<u>5,801,192</u>
TOTAL	10,378,202

**JUNE SPENDABLE**

CAPITAL RESERVE	2,334,480
CHECKING	409,186
STRATEGIC PLANNING	1,002,121
OPERATING RESERVE	733,751
DEBT SERVICE FUND	1,250,000
PROPERTY TAX	<u>4,625,080</u>
TOTAL	10,354,618

DONALA GOVT. - JUNE 2021				
DATE	VENDOR	CK#	AMOUNT	DESCRIPTION
06/01/21	ABILIA	1053	\$50.00	CLOUD MIGRATION USER SUBSCRIPTION
06/01/21	BOB RUNDO TREE SURGEON	1054	\$170.00	SPRAY AND CLIP 4 SPRUCE TREES
06/01/21	COMCAST BUSINESS	1055	\$490.56	PHONE BILL (719) 488-3603
06/01/21	CORE & MAIN	1056	\$1,188.50	4 x 2" AVK THREDS & HYDRANT WRENCH
06/01/21	CYBERBASEMENT	1057	\$40.00	JULY WEBSITE MAINTENANCE
06/01/21	HACH COMPANY	1058	\$5,301.44	NTU METER/ DIGITAL ORP SENSOR
06/01/21	LRE WATER	1059	\$10,258.00	PROFESSIONAL SERVICES THRU 04/25/21
06/01/21	PINNACOL ASSURANCE	1060	\$2,204.00	WORKERS COMPENSATION
06/01/21	RADIATION PROS LLC	1061	\$7,101.99	TESTING FOR CDPHE PERMIT
06/01/21	STANDARD INSURANCE	1062	\$820.55	DISABILITY - JUNE 2021
06/01/21	COLORADO CLEANING	1063	\$321.50	JANITORIAL SERVICES JUNE
06/01/21	TIMBER LINE	1064	\$7,636.00	HOLBEIN WET WELL LOCKOUT/ RED LION
06/01/21	USA BLUE BOOK	1065	\$169.07	4 BOXES OF GLOVES
06/01/21	VTI SECURITY	1066	\$1,021.55	REPAIRS TO MALFUNCTIONING CARD READERS
06/01/21	WAZEE ELECTRIC	1067	\$10,874.87	REPLACE ACS500 PUMP 2 VFD
06/01/21	LINCOLN FINANCIAL	ACH	\$2,620.26	457 PLAN MAY 28TH 2021
06/01/21	PILOT	ACH	\$154.65	MAY FUEL EXPENSES
06/01/21	TCDPOSTAGE	ACH	\$1,200.00	MAY POSTAGE
06/02/21	MTOT BANKCARD	ACH	\$1,431.09	MTOT BANKCARD JUNE
06/04/21	COLO SPRGS UTILITIES	ACH	\$52,660.75	WATER DELIVERED APRIL 2021
06/04/21	AXIS	1068	\$71.60	BASE & USAGE CHARGE KYOCERA COPIER
06/04/21	CARD SERVICES	1069	\$2,126.67	OFFICE SUPPLIES, CERTIFICATION TESTING, OIL
06/04/21	CO ANALYTICAL LABS	1070	\$430.00	WATER TESTS DATED 05/25/21
06/04/21	COMCAST	1071	\$114.30	INTERNET@ R HULL THRU 07/03/21
06/04/21	CUSIC CONSTRUCTION	1072	\$600.00	ASPHALT REPAIR 1370 PAWPRINT
06/04/21	CYBERBASEMENT	1073	\$343.75	MAINTENANCE TO WEBSITE
06/04/21	FRONTIER IT	1074	\$2,152.00	MONTHLY BILLING FOR JULY
06/04/21	HACH COMPANY	1075	\$207.03	DESICCANT CARTRIDGE, LAMP ASSEMBLY
06/04/21	JOHN DEERE FINANCIAL	1076	\$71.46	PARTS FOR COMPRESSOR, PVC CAP, ADAPTER
06/04/21	MEYER & SAMS	1077	\$37,988.01	WATER SYSTEM IMPROVEMENTS THRU 04/30/21
06/04/21	POSTAL ANNEX	1078	\$18.91	RETURN SHIPMENT BACK TO HACH
06/04/21	REXEL OF AMERICA	1079	\$324.46	POWERFLEX 4M ADJUSTABLE AC DRIVE
06/04/21	UTILITY NOTIFICATION CENTER	1080	\$145.20	MAY 811 CALLS
06/04/21	USA BLUE BOOK	1081	\$305.03	X-LARGE GLOVES, FOOT VALVE & STRAINER FL
06/04/21	WASTE CONNECTIONS	1082	\$180.44	MAY 8YD@ MAINTENANCE
06/05/21	CEBT	ACH	\$15,203.68	JUNE INSURANCE PREMIUMS
06/07/21	ANSWER-RITE	1083	\$95.20	JUNE ANSWERING SERVICE
06/07/21	COLO SPRGS UTILITIES	1084	\$360.27	GAS THRU 05/27/21
06/07/21	GRAINGER	1085	\$296.70	GAS MASK FILTERS
06/07/21	HOELTING & COMPANY	1086	\$1,000.00	AUDIT OF FINANCIAL STATEMENTS 2020
06/07/21	MEYER & SAMS	1087	\$10,370.75	METER INSTALLS, WELL 7D UPGRADES
06/07/21	OREILLY AUTO PARTS	1088	\$133.06	BULBS, OIL, SPARK PLUGS
06/07/21	WASTE MANAGEMENT	1089	\$130.95	JUNE TRASH SERVICE@ HOLBEIN
06/07/21	WEX BANK	1090	\$438.96	MAY FUEL EXPENSES
06/08/21	PILOT	ACH	\$285.23	JUNE FUEL EXPENSES
06/08/21	AIRGAS USA	1091	\$82.43	CYLINDER RENTAL ACETYLENE & OXYGEN
06/08/21	COMCAST BUSINESS	1092	\$675.04	FIBER LINE JUNE
06/08/21	OLD REPUBLIC SURETY GR	1093	\$100.00	1 YEAR SURETY BOND (THRU 08/01/22)
06/11/21	SERVICE UNIFORM	1094	\$426.88	UNIFORM MAINTENANCE THRU 05/25/21
06/14/21	PILOT	ACH	\$99.18	JUNE FUEL EXPENSES
06/14/21	FP MAILING SOLUTIONS	1095	\$81.00	LEASE ON POSTAGE MACHINE
06/14/21	WILLIAM & MARY LOWES	1096	\$93.26	OVERPAYMENT REFUND

06/14/21	SPRINT	1097	\$518.52	EMPLOYEE CELL PHONES
06/14/21	USA BLUE BOOK	1098	\$148.52	KIMWIPES
06/14/21	WELLS FARGO FINANCIAL	1099	\$157.00	LEASE ON KYOCERA COPIER
06/15/21	HEARTLAND PAYROLL	ACH	\$46,601.79	JUNE 15TH 2021 PAYROLL
06/15/21	LINCOLN FINANCIAL	ACH	\$3,252.31	457 PLAN JUNE 15TH 2021
06/15/21	INTERSECTIONS INC	1100	\$150.00	IDENTITY PROTECTION
06/15/21	BLACK HILLS ENERGY	1101	\$126.89	GAS THRU 06/09/21
06/15/21	COMCAST	1102	\$371.57	INTERNET@ MAINTENANCE & HOLBEIN
06/15/21	DPC INDUSTRIES	1103	\$50.00	CHLORINE
06/15/21	PIKE PEAK NEWSPAPERS	1104	\$30.00	SUBSCRIPTION TO THE TRIBUNE
06/16/21	LRE WATER	1105	\$11,636.25	PROFESSIONAL SERVICES THRU 05/25/21
06/16/21	VERIZON WIRELESS	1106	\$159.35	WILLOW CREEK DATA PLAN
06/16/21	SAMANTHA AGER	1107	\$94.37	TITLE CHECK REFUND
06/16/21	CHRISTOPHER MACK	1108	\$1,600.00	DEAD MAPEL & PINE REMOVAL
06/17/21	CUSIC CONSTRUCTION	1109	\$600.00	ASPHALT REPAIR 335 PALM SPRINGS
06/17/21	DIRT ROAD DIESEL	1110	\$3,411.06	REPAIR & MAINTENANCE TO F450
06/18/21	VTI SECURITY	1111	\$677.50	ISSUES WITH BADGE SOFTWARE & PRINTER
06/18/21	WESTERN STATES FIRE	1112	\$1,950.00	DONALA SPRINKLER MAINTENANCE
06/22/21	PILOT	ACH	\$164.53	JUNE FUEL EXPENSES
06/22/21	COLO DEPARTMENT OF LABOR	1113	\$178.00	BENEFIT CHARGES - DYLAN TURNER
06/22/21	COMCAST BUSINESS	1114	\$490.56	PHONE BILL (719) 488-3603
06/22/21	HPE INC	1115	\$136.00	JUNE PREVENTIVE MAINTENANCE
06/22/21	STANDARD INSURANCE	1116	\$879.49	DISABILITY - JULY 2021
06/22/21	TYLER TECHNOLOGIES INC	1117	\$50,977.00	SASS FEE 1 - (06/01/2021 - 05/31/2022)
06/24/21	ALBERT ALBRANDT	1118	\$118.83	TITLE CHECK REFUND
06/24/21	PAULINE CHAMPAGNE	1119	\$69.06	TITLE CHECK REFUND
06/24/21	NICHOLAS D'ALESSANDRO	1120	\$400.00	TITLE CHECK REFUND
06/24/21	CHRISTINE DAVIS	1121	\$369.03	TITLE CHECK REFUND
06/24/21	JOSHUA DIEHL	1122	\$408.74	TITLE CHECK REFUND
06/24/21	PATRICK FITZGERALD	1123	\$60.00	OVERPAYMENT REFUND
06/24/21	JAMES GARCIA	1124	\$112.55	TITLE CHECK REFUND
06/24/21	ROBERT GIFFORD	1125	\$137.02	TITLE CHECK REFUND
06/24/21	MONTE HANKS	1126	\$36.95	TITLE CHECK REFUND
06/24/21	JACK HARPER	1127	\$57.95	TITLE CHECK REFUND
06/24/21	JAMES HOHNER	1128	\$189.09	TITLE CHECK REFUND
06/24/21	GEORGE LONG	1129	\$150.00	TITLE CHECK REFUND
06/24/21	LARYSA MARTYNIUK	1130	\$100.00	TITLE CHECK REFUND
06/24/21	RAMPART PLUMBING	1131	\$230.87	4" PVC PIPE FOREST LAKES
06/24/21	BRIAN REED	1132	\$103.37	TITLE CHECK REFUND
06/24/21	STEPHEN REX	1133	\$2.78	REFUND
06/24/21	RVF ENTERPRISES	1134	\$73.17	TITLE CHECK REFUND
06/24/21	SABRINA SCARBERRY	1135	\$30.22	TITLE CHECK REFUND
06/24/21	VINCENT SCHIAPPI	1136	\$110.02	TITLE CHECK REFUND
06/24/21	SUNDARAVARADHAN SOWMAN	1137	\$26.46	TITLE CHECK REFUND
06/24/21	COLORADO CLEANING	1138	\$321.50	JANITORIAL SERVICES JULY
06/24/21	TIMBER LINE ELECTRIC	1139	\$1,422.88	REPEATER SITE & TRAINING/ TRIBITY SCALING
06/24/21	ZACH TRAINOR	1140	\$28.43	TITLE CHECK REFUND
06/24/21	TYLER WOZNICA	1141	\$150.00	TITLE CHECK REFUND
06/24/21	MOUNTAIN VIEW ELECTRIC	ACH	\$31,268.00	JUNE ELECTRIC
06/28/21	LINCOLN FINANCIAL	ACH	\$3,305.31	457 PLAN JUNE 30TH 2021
06/28/21	ABILIA	1142	\$133.17	MIP CLOUD SUBSCRIPTION
06/28/21	MICHAEL BLASEG	1143	\$108.06	TITLE CHECK REFUND
06/28/21	CUMMINS SALES AND SERVICE	1144	\$924.00	SERVICE TO GEN SET TRAILER UNIT
06/28/21	DPC INDUSTRIES	1145	\$10,877.11	CHLORINE, CAUSTIC SODA, POTASSIUM PERM
06/28/21	VOID	1146		VOID



06/28/21	PINNACOL ASSURANCE	1147	\$2,204.00	WORKERS COMPENSATION
06/28/21	TIMBERLINE ELECTRIC	1148	\$3,855.53	RED LION CR3000 - INVENTORY
06/28/21	RADIATION PROS LLC	1149	\$309.00	DOSIMETRY BADGE & RADON DETECTION
06/29/21	PILOT	ACH	\$281.96	JUNE FUEL EXPENSES
06/30/21	HEARTLAND PAYROLL	ACH	\$49,091.99	JUNE 30TH 2021 PAYROLL

**DONALA WATER & SANITATION DISTRICT**  
Statement of Revenues and Expenditures - 2021 WASTE PLANT EXEC SUMMARY  
From 1/1/2021 Through 6/30/2021

	Total Budget - Revised	Current Year Actual	Percent Total Budget Remaining - Revised
<b>OPERATING REVENUE</b>			
PD-DONALA	767,858.00	281,671.38	(63.32)%
FOREST LAKES O & M PAYMENTS	90,704.00	43,331.33	(52.23)%
TRIVIEW O & M PAYMENTS	705,303.00	323,604.44	(54.12)%
<b>Total OPERATING REVENUE</b>	<b>1,563,865.00</b>	<b>648,607.15</b>	<b>(58.53)%</b>
<b>EXPENSES &amp; PROJECTS</b>			
<b>EXPENDITURES</b>			
CHEMICAL AND LAB	145,200.00	49,441.55	65.95%
REPAIR/MAINTENANCE	183,600.00	32,918.58	82.07%
TRUCK/MOWER EXP.	2,000.00	262.47	86.88%
UTILITIES	338,900.00	166,241.34	50.95%
CONTRACT SERVICES	31,700.00	19,433.53	38.70%
BIOSOLIDS HAULING	105,240.00	44,272.19	57.93%
TOOLS AND EQUIP.	5,000.00	345.08	93.10%
INSURANCE	111,000.00	73,356.63	33.91%
OFFICE EXPENSE	3,400.00	718.64	78.86%
TELEPHONE	6,600.00	4,311.96	34.67%
DISTRICT ENGINEER	26,525.00	6,311.20	76.21%
SALARIES	407,300.00	193,286.71	52.54%
PAYROLL TAXES	30,550.00	14,786.51	51.60%
457 PLAN	27,250.00	12,518.01	54.06%
TRAINING	10,000.00	1,800.00	82.00%
FEES, PERMITS	19,000.00	778.75	95.90%
PUBLICATION	600.00	0.00	100.00%
MISCELLANEOUS	2,000.00	386.33	80.68%
LEGAL EXPENSE	3,000.00	0.00	100.00%
AFCURE	50,000.00	23,067.94	53.86%
<b>Total EXPENDITURES</b>	<b>1,508,865.00</b>	<b>644,237.42</b>	<b>57.30%</b>
<b>Total EXPENSES &amp; PROJECTS</b>	<b>1,508,865.00</b>	<b>644,237.42</b>	<b>57.30%</b>

WASTE PLANT - JUNE 2021				
DATE	VENDOR	CK#	AMOUNT	DESCRIPTION
06/01/21	ACZ LABORATORIES	1036	\$394.83	NONYLPHEN & MONTHLY COMPLIANCE
06/01/21	CO ANALYTICAL	1037	\$70.00	TOTAL RECOVERABLE METALS
06/01/21	DENALI WATER SOLUTIONS	1038	\$920.78	SLUDGE HAULS WEEK ENDING 05/21/21
06/01/21	EMERGENCY SYSTEMS	1039	\$1,401.36	MAINTENANCE ON GEN SET #3
06/01/21	GRAINGER	1040	\$27.05	BLACK PENS
06/01/21	ROCKY MTN. ACCESS	1041	\$825.00	REPAIRS TO SECURITY GATE@ ENTRANCE
06/01/21	SPRINT	1042	\$366.25	EMPLOYEE CELL PHONES
06/01/21	STANDARD INSURANCE	1043	\$429.21	DISABILITY - JUNE 2021
06/01/21	COLORADO CLEANING	1044	\$223.50	JANITORIAL SERVICES JUNE
06/04/21	ACZ LABORATORIES	1045	\$863.69	BASELINE & REGULATION-85
06/04/21	CARD SERVICES	1046	\$2,157.89	OFFICE SUPPLIES, TRAINING, RISE BROADBAND
06/04/21	DENALI WATER SOLUTIONS	1047	\$1,710.67	SLUDGE HAULS WEEK ENDING 05/28/21
06/04/21	FRONTIER IT	1048	\$1,025.00	MONTHLY BILLING FOR JULY
06/04/21	POSTAL ANNEX	1049	\$17.08	SHIPPING FOR TRAS
06/04/21	FOREST LAKES	1050	\$97.56	MAY POTABLE WATER
06/04/21	OREILLY AUTO PARTS	1051	\$31.47	OIL FOR MOWER
06/05/21	CEBT	ACH	\$6,443.86	JUNE HEALTH INSURANCE PREMIUMS
06/08/21	PAUL THERRIEN	1052	\$1,150.00	PUTTING UP OFFICE WALL
06/08/21	WASTE MANAGEMENT	1053	\$2,765.26	MAY SLUDGE HAULS
06/08/21	DENALI WATER SOLUTIONS	1054	\$1,881.28	SLUDGE HAULS WEEK ENDING 06/04/21
06/08/21	LAW FIRM OF CONNIE KING	1055	\$1,000.00	PROFESSIONAL SERVICE MAY
06/08/21	UNIFORM MAINTENANCE	1056	\$353.68	UNIFORM MAINTENANCE 05/25/21
06/14/21	GRAINGER	1057	\$8.64	REFLECTIVE TAPE
06/15/21	LINCOLN FINANCIAL	ACH	\$1,891.82	457 PLAN JUNE 15TH 2021
06/15/21	INTERSECTIONS INC	1058	\$50.00	IDENTITY PROTECTION
06/15/21	CENTURY LINK	1059	\$224.96	INTERNET@ WASTE PLANT
06/15/21	USA BLUE BOOK	1060	\$596.29	SUBMERSIBLE TRANSMITTER & GLOVES
06/16/21	PAUL THERRIEN	1061	\$1,150.00	FINISHING OFFICE WALL
06/17/21	DENALI WATER SOLUTIONS	1062	\$762.65	SLUDGE HAULS WEEK ENDING 06/11/21
06/17/21	PARKSON CORPORATION	1063	\$2,381.14	SA67/A/T GEAR BOX
06/18/21	SPRINT	1064	\$375.59	EMPLOYEE CELL PHONES
06/22/21	STANDARD INSURANCE	1065	\$429.21	DISABILITY - JULY 2021
06/24/21	MOUNTAIN VIEW ELECTRIC	ACH	\$20,546.00	JUNE ELECTRIC
06/24/21	DENALI WATER SOLUTIONS	1066	\$1,748.88	SLUDGE HAULS WEEK ENDING 06/18/21
06/24/21	HOLBROOK SERVICE LLC	1067	\$1,780.00	CONTRACT MAINTENANCE ON HEATERS
06/24/21	MEYER & SAMS	1068	\$2,737.30	PROFESSIONAL SERVICES THRU 04/30/21
06/24/21	COLORADO CLEANING	1069	\$223.50	JANITORIAL SERVICES JULY
06/24/21	TIMBER LINE ELECTIC	1070	\$483.62	PLC ISSUES
06/28/21	ACZ LABORATORIES	1071	\$863.69	REGULATION - 85, BASELINE
06/28/21	B.A. LAWRENCE	1072	\$1,390.00	SERVICE ON SBR BLOWERS & DIGESTERS
06/28/21	CO ANALYTICAL	1073	\$70.00	TOTAL RECOVERABLE METALS
06/28/21	PIKES PEAK CULLIGAN	1074	\$81.00	DRINKING WATER RENTAL
06/28/21	USA BLUE BOOK	1075	\$279.23	PHD SENSORS
06/28/21	LINCOLN FINANCIAL	ACH	\$1,894.31	457 PLAN JUNE 30TH 2021

## MEMO

**TO: Board of Directors**

**FROM: Jeff Hodge, General Manager**

**DATE: July 15, 2021**

**SUBJECT: Manager's Report**

**LRE Well Study**: The study is under way. Nothing to report at this time.

**Pikes Peak Regional Water Authority**: The Reuse Study is under way. The completion date is estimated to be November 2021. The participants will be meeting July 28<sup>th</sup>.

**Regionalization Subcommittee of PPRWA**: There have been no meetings in the last four months.

**Northern Water Delivery Line**: Nothing new to report.

**North Monument Creek Interceptor (NMCI)**: Andrew Muser has replaced Darlene Garcia as the Project Manager. A tentative meeting has been set for August 4<sup>th</sup>.

**Status of Long-Term Water Supply Contract with Colorado Springs Utilities**: Nothing to report.

**Board Workshop April 15<sup>th</sup>**: Action Items List Attached.

### **Water Report**

**Water Production and Delivery**: The District consumed 37.515 million gallons in the month of June. Of that water 29.889 was pumped from our wells with an additional 7.626 million gallons being our Willows Ranch water delivered to us by CSU. The wastewater treatment plant received about 11.519 million gallons of that water as influent the remaining amount (25.996 MG) was used for outside watering.

# **Upper Monument Creek Regional WWTF June/July Operations Report**

## **Facility Operations and Maintenance**

Trevor Wilch passed the Colorado Facility Operator's Class D certification exam to become UMCR's newest certified water professional. We have welcomed Aaron Tolman back to Upper Monument. He has been working full time as of June 1<sup>st</sup>, and his return is already paying dividends as we have another pair of experienced eyes monitoring our process and making valuable recommendations to the manager. Our staff has been busy with multiple operation challenges such as cleaning the DEB tank. I will be attending and helping at the Leadville operator's school July 19 through July 23. Our new entrance via Terrazzo Road next to the Pilot Truck Stop has been paved and we no longer need to navigate a rock field to get to our road into the facility. We have a very competent staff at Upper Monument with a good mix of experienced people as well as younger operators we are developing. I have a lot of confidence in our people, and I am sure we can meet any challenge thrown at us. We hired a local contractor to build a wall and complete my office and I now have a real office with a door.

## **Plant Performance**

Plant performance has been very good now that summer is here. Our biomass really loves the warmer weather. As one can see from our attached DMRs, this facility continues to produce a good quality effluent and well exceeds our permit limitations. We continue to produce one to two tractor trailer loads of biosolids a week for agricultural land application per week. Amy Azevedo has completed our laboratory's DMR QA and submitted results into the ERA database. We will be graded sometime after August 27 when the study closes. The UMCR WWTF continues to operate within budget, and we are at about 50% remaining at the end of June.

## **Regulatory Issues**

Beginning the first week of August we will begin testing our biosolids for compliance with the new Colorado TENORM regulations. This must be completed before March 2022 for meeting the requirements of Rule 20 of the Hazardous Materials and Waste Management Division. This means that we could lose our ability to land apply our biosolids if our TENORM levels are too high.

**SCADA:** Timberline continues to upgrade the SCADA system as requested by staff. The installation and upgrade are schedule to be complete by the end of September 2021. Th prior date was July 2021 but due to delays in acquiring equipment the completion date has changed.

**Operator Certification:** Trevor Wilch passed the testing for the D Wastewater Certification.

**Water Meter Upgrade and Replacement:** The completion date for this project is October 2021. There is 296 units for Donala and 135 Forest Lakes cellular transmitters that need upgraded. These units are on back order due to the limited number of chips available worldwide currently. As of July 8<sup>th</sup>, over 476 water meters and/or transmitters have been installed.

## **ACTION ITEMS – Donala Board Workshop (April 15, 2021)**

- (1) Study to Restructure Waste Treatment Rate System
  - New Service “Base” Rules/Fee
  - Link waste fee (currently flat rate) to water use
  - ACTION: GMS (Roger Sams)
  - STATUS: In Work
  - SUSPENSE: None Set
  
- (2) Donala Fiscal Policy
  - Quantify district reserve requirements and policy for managing
  - ACTION: Jeff Hodge
  - STATUS: In Work
  - SUSPENSE: Adopted by Board at May 20<sup>th</sup> Board Meeting. Apply to 2022 Budget
  
- (3) Contract (IGA) with WWSD for engineering study of the “Loop”
  - Draft IGA with WWSD to conduct/fund the study that will allow board to make informed decision on moving forward
  - Include option for Pre-Feasibility Grant
  - Jessie (WWSD) provided draft RFP and draft contract for the project
    - Issue contract by May 28, 2021
    - Report due December 31, 2021
    - Sent comments on RFP to WWSD
  - ACTION: Jeff Hodge
  - STATUS: Draft IGA in work. RFP issued.
  - SUSPENSE: Sign IGA before awarding contract for the study
  
- (4) Assessment of storing additional Donala water in Pueblo Reservoir
  - Includes Laughlin Ditch and Donala effluent
  - Flow to and store Pueblo Reservoir
    - Storage agreement increased to 999 AF
    - Revision of Pueblo 1041 permit
    - Agreement with CSU on SDS to deliver water
    - Potential for Norris Ranch water
  - ACTION: GMS (Roger Sams) and LRE (Brett Gracely)
  - STATUS: Present to Board May 2021. On hold pending decision on Reuse and Loop studies.
  - SUSPENSE: None Set
  
- (5) Pre-Feasibility Grant Submission
  - To fund Re-Use Study (PPRWA) and Loop Assessment (WWSD/Donala)
  - ACTION: LRE (Brett Gracely)
  - STATUS: Submitted July 2021
  - SUSPENSE: None Set

(6) Information Meeting with EPC County Commissioners

- Under auspices of EPC Master Water Plan and EPC Draft Master Plan
- Update commissioners on northern El Paso County initiatives
  - PPRWA Reuse Study
  - “Loop”
  - Northern Water Pipeline (TriView)
  - Northern Monument Creek Interceptor (NMCI)
  - Long-term agreement with CSU
- ACTION: Jeff Hodge and Ed Houle
  - Donala staff working lunch logistics
- STATUS: Commissioners Holly Williams and Carrie Geitner attended a lunch meeting on Wednesday, May 19 hosted by Donala
- Attendees
  - Donala – Jeff, Wayne & Ed
  - EPC – Commissioners Williams & Geitner with Mark Gebhart (Dep Director EPC Planning & Community Development)
  - Woodmoor Water & Sanitation – Jessie Shaffer, Board #1, Board #2
  - Cherokee – Amy Lathen
  - Widefield Water & Sanitation – Lucas Hale
- Report – Report provided at Board Meeting May 2021

(7) CSU Rate and Tariff Study

- Get a seat “in the audience”
- Review the draft study
- Met with Senior Staff CSU June 15, 2021
- ACTION: Jeff Hodge
- STATUS: In Work

(8) Regionalization

- Concept for long-term regionalization of northern water providers
- Organizational structure/model
- ACTION: Jeff Hodge
- STATUS: Under consideration
- SUSPENSE: None set; long-term

(9) Ed Informal Coffee with WWSD Board Member

- Informal meeting to open dialogue with WWSD board
- Donala ready to partner with WWSD on water issues (NMCI, Loop)
- ACTION: Ed Houle
- STATUS: Met with Board Member on Friday, April 30.

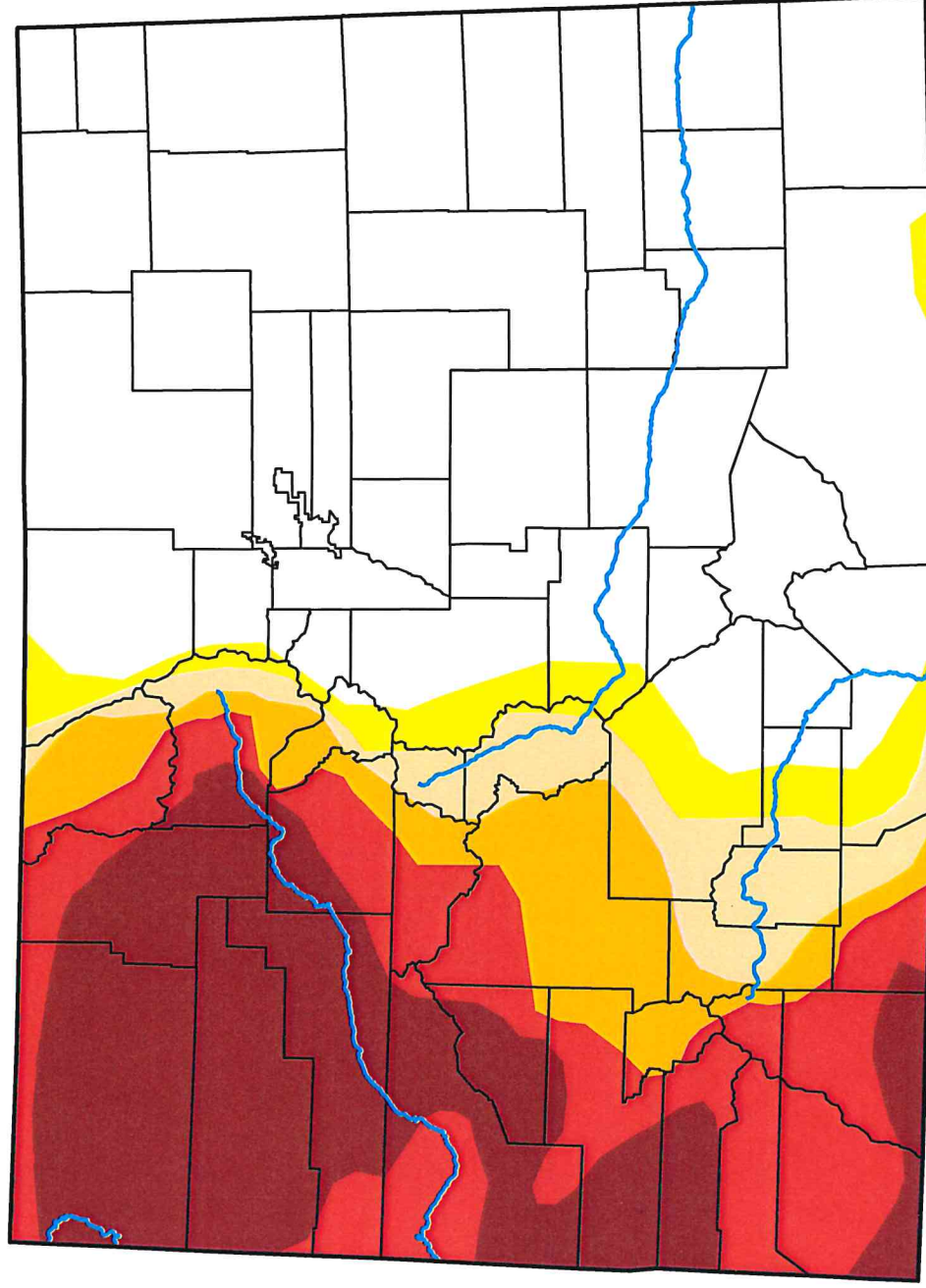


# U.S. Drought Monitor Colorado

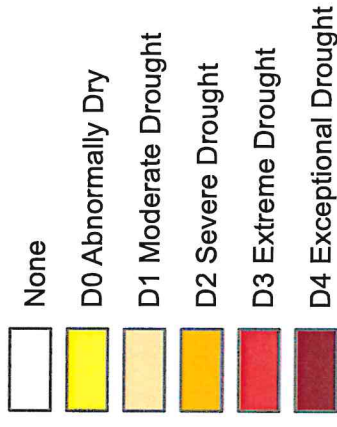
**July 6, 2021**

*(Released Thursday, Jul. 8, 2021)*

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:**

Deborah Bathke  
National Drought Mitigation Center

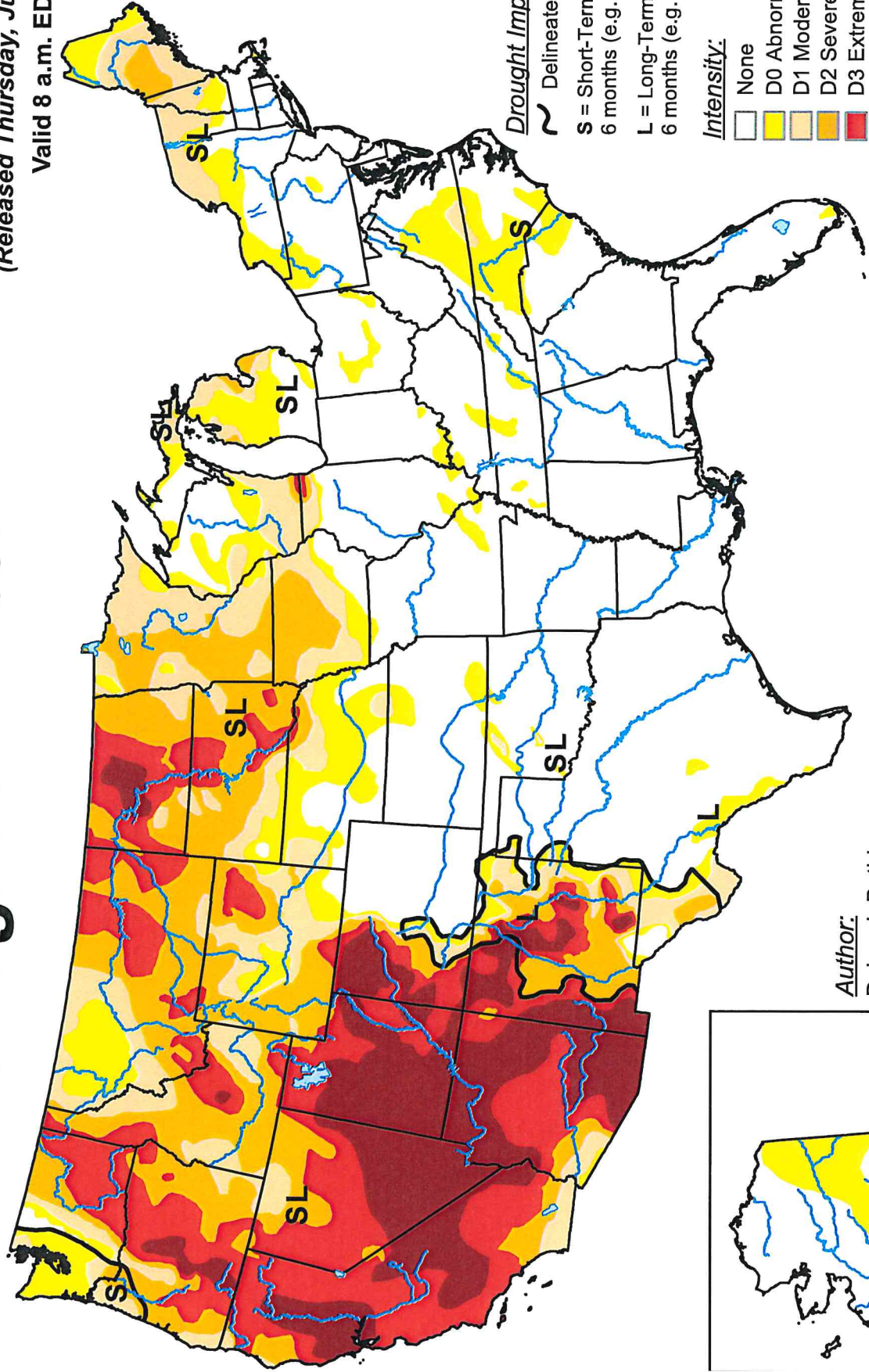


# U.S. Drought Monitor

July 6, 2021

(Released Thursday, Jul. 8, 2021)

Valid 8 a.m. EDT



**Drought Impact Types:**

~ Delineates dominant impacts

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

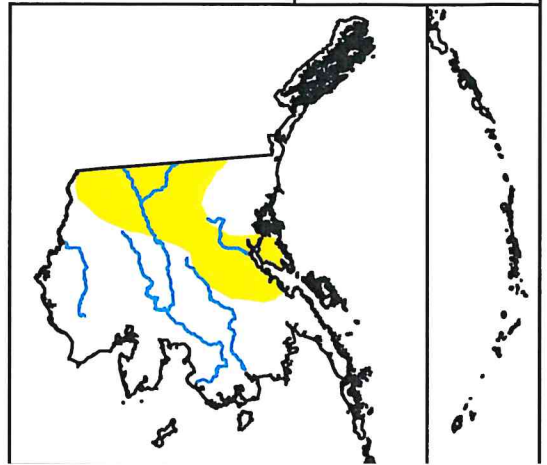
L = Long-Term, typically greater than 6 months (e.g. hydrology, ecology)

**Intensity:**

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

**Author:**

Deborah Bathke  
National Drought Mitigation Center



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