

RECORD OF PROCEEDINGS

MINUTES

SOUTH FORT COLLINS SANITATION DISTRICT

MAY 9, 2018

The Regular Meeting of the South Fort Collins Sanitation District was held on May 9, 2018 at 9:00 a.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

1. Roll Call

Present: Directors James Ling, Gary Young, James Stewart, Ernie Brown and Wayne Irelan

Excused Absence:

Others Present: Chris Matkins, District Manager, Terry Farrill, District Engineer, Rick Giardina and John Wright of Raftelis and Dave Oerke of Jacobs

2. Reading of the Minutes

The Minutes of the Regular Meeting of April 11, 2018 were read and approved.

3. Public Comments

None

4. Oath of Office

The following Directors were elected to the Board and took their oath of office: Jim Ling (two-year term), Wayne Irelan (four-year term), Ernie Brown (four-year term), James Stewart (four-year term), and Gary Young (four-year term).

5. Nomination of Officers

Following the oath of office, the Board elected officers; Jim Ling (President), Wayne Irelan (Vice-President), Ernie Brown (Treasurer) and Chris Matkins (Secretary).

6. Public Hearing for Petition of Inclusion of Adjacent Properties Involving the Feldman And Fewell Trusts

Chris Matkins, General Manager, reported that notice of public hearing has been published in accordance with Colorado State Statutes and therefore the meeting should be declared open for the purpose of receiving public comment regarding the inclusion. The District did not receive any written objections and no one appeared at the public hearing. Terry Farrill, District Engineer, recommends that the Board act favorable on the inclusion request. After review and discussion, the motion was passed unanimously.

7. Preliminary Cost of Service Study – Raftelis

Rick Giardina and John Wright presented preliminary results on the cost of service study. The preliminary results were reviewed. Key assumptions were a 10-year growth period, 2.0 % annual growth, .05% decline in residential billed discharges, inflation applied to all Capital and O & M Costs, projected Capital expenditures as provided by staff. Raftelis discussed residential rate the difference between single family and multifamily discharges based on the cost of service. It was suggested that the Board may want to consider a multi-year phase-in for non-residential between single family and multifamily discharges based on the cost of service. It was suggested that the Board may want to consider a multi-year phase-in for non-residential and multifamily volumetric rates. The focus of the June meeting will be Plant Investment fees and the July meeting will focus on the volumetric rates and the phase-in approach.

8. Ptarmigan Lift Station Ferric Pilot Study Justification – CH2M Hill/Jacobs

Dave Orke with Jacobs updated the Board of Directors on the status of the Ferric dosing project at Ptarmigan Lift Station. Per Board direction, the proposed pilot study has been shelved, and Jacobs has begun design efforts to construct permanent facilities at the Ptarmigan Lift Station. These facilities will dose Ferric or Ferrous according to pump rates at the Lift Station, and will also be controllable from the Wastewater Reclamation facility, so that Plant staff can achieve nutrient removal primarily through the Ptarmigan Lift Station facilities.

Dave also explained that the Treatment Plant expansion is on time and budget. The 30% estimate of \$35.7 million is close to the budget of \$35.5 million. For a 30% estimated this is considered excellent. The project team is continuing value engineering and is confident that estimate will continue to be reduced.

Dave discussed the CDPHE Voluntary Incentive Program that would delay stricter standards for approximately 10 years. This would require slightly more aeration basin volume. The facilities to meet the stricter standards are estimated to be between \$40 and \$50 million.

9. IGA for Management Services Between FCLWD and SFCSD

The IGA between FCLWD and SFCSD was discussed by the Board. It was:

**Moved by Director Stewart and
seconded by Director Young to accept
the IGA and authorize Jim Ling, Board
President, to execute it.
Motion carried 5–0**

10. Manager's Update

A. Plant Operations Report – Chris Matkins

The General Manager updated the Board on behalf of the Plant Superintendent. The Plant is operating acceptably, and meeting discharge permit requirements. Plant staff continue to work closely on a mixing zone study with a third party consultant. A summary report with conclusions is expected any day, and will be forwarded to CDPHE for consideration in the permit limits and WET testing requirements.

B. General Information – Chris Matkins

The General Manager updated the Board of Directors on the continuation of a "birthday" recognition program that has been in place for many years at the District. Funding in past years for employees receiving \$100 on their birthday has been via a scrap metal/recycling program largely funded by water meter replacements. With the meter program reaching its goal, funding has transitioned to the general expenses of the District.

C. Financial Statements

Financial Statements prepared by District Controller, Amanda Proctor, were included in the Board's packet.

D. Tap Purchases

Terry Farrill reported that 51 taps were sold for the month of April with revenues totaling \$261,000. 143 taps have been sold for the year for a total of \$724,500.

11. Other Business

None

12. Disbursements

The Manager presented disbursements for April 2018 in the amount of \$508,541.84. After discussion, it was:

**Moved by Director Irelan and seconded
by Director Stewart to approve the
disbursements for April 2018.
Motion carried 5-0**

13. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 11:45 AM.

Respectfully,

/s/ James D. Ling
/s/ Glenn W. Patton

Date Approved

6/13/18