

SOLDIER CANYON WATER TREATMENT AUTHORITY
Monthly Meeting Agenda
4424 Laporte Avenue
Fort Collins, CO 80521

Thursday December 14, 2023

Mission – The Authority delivers the highest quality treated water to its customers with financial responsibility, and following policies established by the Board in a professional, efficient, and ethical manner.

1. Call to Order 10:00 AM
2. Meeting Minutes for November 9, 2023 - **Action Item – Approve Minutes** - “Motion to approve the minutes from the meeting on November 9th, 2023”.
3. Financial Update – Brenda Griffith, **Action Item - Approve Financial Report** - “Motion to approve the SCWTA October 2023 Financial Report”.
4. Manager’s Update – Mark Kempton.
5. Staff End of Year Bonus.
6. Other Business:
 - a. NWCWD and FCLWD review of ELCO Edits to the Authority Creation Agreement – status?
 - i. Follow on items:
 - IGA with Fort Collins for PVP Sed Basin.
 - Name change petition with Northern Water for the PVP.
 - b. Schedule Authority Manager Annual Performance Review.

The next scheduled Authority Board Meeting is January 11, 2024, at 10:00 a.m.

Soldier Canyon Water Treatment Authority

Board Meeting

November 9, 2023

Present at the meeting:

Board Chairman, Eric Reckentine, NWCWD Manager
Board Vice Chairman, Chris Pletcher, FCLWD Manager
Board Treasurer, Mike Scheid, ELCO Manager
Board Director, Rod Rice, ELCO Director
Board Director, Scott Cockroft, NWCWD Director
Mark Kempton, SCWTA Manager
Richard Raines, SCWTA Water Resources Manager
Brenda Griffith, SCWTA Office Administrator

The meeting was called to order at 10:05 a.m. by Board Chairman Eric Reckentine.

Business Conducted

1. Minutes from October 5, 2023, Soldier Canyon Water Authority Board Meetings

Minutes from the October 5, 2023, meeting were presented. Scott Cockroft made a motion to approve the minutes. Chris Pletcher seconded the motion. The motion was unanimously approved.

2. Financial Update

Brenda Griffith presented and reviewed with the Authority Board monthly billing records, a review of the September 2023 O&M expenses and the financial dashboard. Mike Scheid made a motion to approve the financial reports. Rod Rice seconded the motion. The motion was unanimously approved.

3. Managers Update

Mark Kempton updated the Board on plant flows and water quality, operations, maintenance, and projects going on in the plant and at the PVP.

4. Approval of the Regional Source Water Protection Plan (SWPP)

Mark Kempton explained the Agreement that is with Northern Colorado Water Conservancy District, the City of Ft. Collins, the City of Greeley, the City of Thornton, and Soldier Canyon Water Treatment Authority. Chris Pletcher made a motion to approve the Regional SWPP Agreement. Scott Cockroft seconded the motion. The motion was unanimously approved.

5. Approval of a Petition for Allottee name change with Northern Water

This is to change the name on the Northern Colorado Water Conservancy District Allotment Contract from Soldier Canyon Filter Plant to Soldier Canyon Water Treatment Authority. This needs to be further reviewed and will be discussed at the December meeting.

6. Information Item - PFAs in Public Water Systems - Class Action Settlements from 3M and DuPont

Mark Kempton explained this Class Action Settlement to the Board and let them know that the Districts are potential parties to the settlement. Mr. Kempton reviewed the criteria for eligibility and believes that the Authority is not eligible to participate. Mr. Kempton recommended that each District have their respective legal counsels provide direction.

7. Other Business

Mark Kempton followed up with FCLWD and NWCWD regarding the review of ELCO's changes to the Amended Creation Agreement. NWCWD needs more time to review.

8. Adjournment

Mike Scheid made a motion to adjourn the meeting. Scott Cockroft seconded the motion. The motion was unanimously approved, and the meeting was adjourned at 10:48 a.m.

Respectfully submitted,

Mark Kempton – Board Secretary, Soldier Canyon Water Treatment Authority

Approved by Authority Board

Eric Reckentine - Board Chairman, Soldier Canyon Water Treatment Authority

**Soldier Canyon Water Treatment Authority
 Custom Transaction Detail Report**

November 2023

Date	Num	Name	Memo	Amount
Nov 23				
11/01/2023	Auto Pa	Silver Peaks Accounting	Nov. A/P - Monthly Fee	-1,000.00
11/06/2023	6355	ELCO Water District	Oct. - 2023 Regional Pool	-20,839.40
11/06/2023	6356	FCLWD	Oct. - 2023 Regional Pool	-87,347.74
11/06/2023	6357	NCWA	Oct. 2023 Regional Pool	-331.27
11/06/2023	6358	NORTH WELD COUNTY WATER	Oct. 2023 Regional Pool	-1,258.35
11/06/2023	6359	Sunset Water District	Oct. 2023 Regional Pool	-484.55
11/06/2023	6360	Town of Ault1	Oct. A/P - 2023 Pool Reimbursement	-1,375.78
11/06/2023	6361	Town of Eaton	Oct. 2023 Regional Pool	-19.78
11/06/2023	6362	Town of Nunn1	Oct. 2023 Regional Pool	-103.83
11/06/2023	6363	Town of Pierce	2023 Regional Pool	-19.78
11/06/2023	6364	Town of Severance	Oct. 2023 Regional Pool	-2,786.17
11/06/2023	6365	Town of Windsor2	Oct. 2023 Regional Pool	-5,656.39
11/09/2023	6366	A-Z Safety Supply	Oct. A/P - Safety	-372.93
11/09/2023	6367	A.R.C. Incorporated	Oct. A/P - Cleaning Services	-660.76
11/09/2023	Auto pa	American Heritage Life Ins. Co.	Oct. A/P - Voluntary Ins.	-195.04
11/09/2023	6368	AWWA	Oct A/P - Partnership for Safe Water	-640.00
11/09/2023	6369	Badger Daylighting Corp	Nov. A/P - Hydrovac crew - PVP	-3,719.78
11/09/2023	6370	Bailey Valve Inc	Oct. A/P - Gaskets	-1,760.00
11/09/2023	6371	Batteries Plus	Oct. A/P - Batteries	-176.16
11/09/2023	6372	Capital Business Systems	Oct. A/P - Lab & Shop Printer	-26.78
11/09/2023	6373	CEBT	Oct. A/P - Nov. Ins.	-21,684.61
11/09/2023	6374	CenturyLink2	Oct. A/P - Phones	-66.82
11/09/2023	6375	Collins Communications	Oct. A/P - radios & Repeater	-110.80
11/09/2023	6376	Colo. Spec. Dist. Prop. & Liab. Pool	2024 Prop/Liab. Ins. & Workers Comp Ins.	-228,416.00
11/09/2023	6377	Colorado Analytical	Samples	-539.00
11/09/2023	6378	D & K Pumping	Oct. A/P - Septic tank pumping	-1,035.00
11/09/2023	6379	Dan's Small Engine - DSE Inc.	Oct. A/P - Mower repair	-712.14
11/09/2023	6380	Ditesco	R & R - Backup Generator	-3,993.10
11/09/2023	6381	DPC Industries, Inc.	Chlorine	-17,147.20
11/09/2023	6382	Frank Parts Company	Oct. A/P - Maint. Sup.	-99.80

**Soldier Canyon Water Treatment Authority
Custom Transaction Detail Report**

November 2023

Date	Num	Name	Memo	Amount
11/09/2023	6383	Goltz Asphalt Company	Oct. A/P - parking lot striping	-791.46
11/09/2023	6384	Grainger	Maint. Sup.	-859.96
11/09/2023	6385	Greystone Technology	IT Support - email, backups, New Server	-11,340.55
11/09/2023	6386	HACH Company	Lab Sup.	-1,245.62
11/09/2023	6387	Harcros Chemicals Inc	Soda Ash, Fluoride	-61,918.25
11/09/2023	6388	HDR Engineering, Inc.	Oct. A/P - R & R 20 Year Master Plan	-35,222.63
11/09/2023	6389	Hensel Phelps Construction Co.	R & R - Backup Generator, Decant 2 sealant	-99,715.76
11/09/2023	6390	INDOFF, INC.	Oct. A/P - Office Sup.	-157.81
11/09/2023	6391	Interstate Battery of the Rockies	Oct. A/P - Batteries for Backup generator	-501.85
11/09/2023	6392	Jax Inc. Mercantile Company	Oct. A/P - Uniforms	-145.00
11/09/2023	6393	Kelly Supply Company	Oct. A/P - Maint. Sup.	-326.38
11/09/2023	6394	Larimer Clerk/Recorder	License Plate renewal for trailer	-0.22
11/09/2023	6395	Larimer County Solid Waste Mgmt	Oct. A/P - Plant clean up	-38.85
11/09/2023	6396	Logical Systems, LLC	R & R - PVP Control Upgrades, Server Upgrades	-2,509.18
11/09/2023	6397	Mallory Safety & Supply LLC	Oct. A/P - Safety	-765.14
11/09/2023	6398	McMaster-Carr	Maint. Sup.	-256.94
11/09/2023	6399	Municipal Treatment Equipment, Inc.	New Chlorine Dioxide Tank, Maint. Sup.	-13,956.74
11/09/2023	6400	ODP Business Solutions	Office Sup.	-406.38
11/09/2023	6401	ONEPOINTSINC	Oct. A/P - Phones	-220.55
11/09/2023	Pd onlir	Phillips 66 CO/SYNCB	Oct. - Fuel	-290.76
11/09/2023	6402	Poudre Valley COOP	Oct. A/P - Fuel	-362.38
11/09/2023	6403	Ryan Herco	Maint. Sup.	-695.10
11/09/2023	Pd onlir	Shell	Oct. A/P - Fuel	-293.12
11/09/2023	6404	Stantec Consulting, Inc.	Oct. A/P - Plant Re-Rating	-5,061.80
11/09/2023	6405	Streamline	Sept. A/P - Website Migration Services	-2,160.00
11/09/2023	6406	Summit Safety Solutions	Oct. A/P - Service gas detection equip	-3,867.32
11/09/2023	6407	US Bank	Oct. A/P - Copier Lease	-583.95
11/09/2023	6408	USALCO	Polymers	-35,997.72
11/09/2023	6409	Verizon Wireless	Oct. A/P - Cell phones	-458.62
11/09/2023	6410	VWR International, Inc.	Lab Sup.	-693.45
11/09/2023	Auto pa	Waste Management of No. Colo	Oct. A/P - Trash/Recycling	-664.68

Soldier Canyon Water Treatment Authority Custom Transaction Detail Report

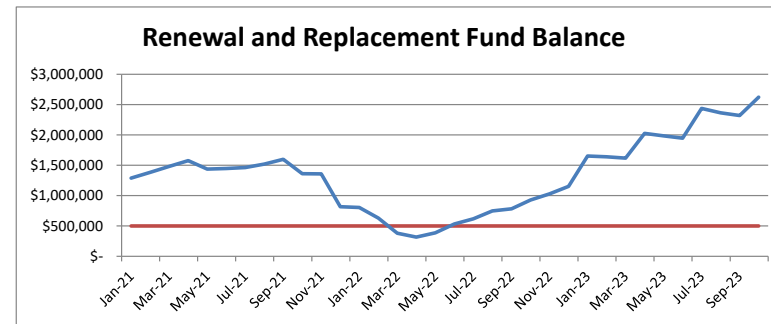
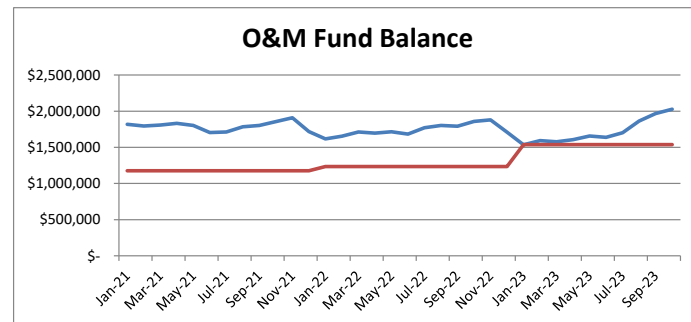
November 2023

Date	Num	Name	Memo	Amount
11/09/2023	6411	Western States Fire Protection	Oct. A/P - Annual Fire Sprinkler Inspection	-630.00
11/09/2023	6412	Winlectric	Oct. A/P - Electrical Sup.	-691.60
11/09/2023	Pd onlir	Xcel Energy	Utilities - Elec. & Gas	-6,792.93
11/09/2023	6413	Ayres Associates Inc	Oct. A/P - Munroe System Water Loss Study	-3,057.22
11/09/2023	6414	Blue Earth Solutions, LLC	Oct. A/P - Permit & Regulatory Compliance Supp	-1,660.50
11/09/2023	6415	Ditesco	Oct. A/P - Overland Ponds	-1,045.00
11/09/2023	6416	Larimer County Canal NO. 2 Irrigating Co.	Oct. A/P - 2023 Excess Capacity Agreement	-14,425.50
11/09/2023	6417	Lyons Gaddis Attorneys & Counselors	Oct. A/P - General	-1,626.01
11/15/2023	6421	Airgas	Breathing Air	-258.67
11/15/2023	Auto pa	BASIC Benefits	HRA Accts. Monthly fee	-50.00
11/15/2023	pd onlir	First National Bank	CC Pymts - maint. Sup, Training, misc	-3,499.65
11/15/2023	6422	Rocky Mountain Water Environment Associ	Nov. A/P - Membership	-35.00
11/15/2023	6423	Seter & Vander Wall, P.C.	Oct. A/P - Legal Fees	-511.00
11/16/2023	6424	Logical Systems, LLC	R & R - Server Upgrade, PVP Control Upgrades	-51,357.29
11/27/2023	pd onlir	Home Depot	Nov. A/P - maint. supplies	-657.88
11/27/2023	pd. onlii	Xcel Energy	Nov. A/P - Electric & Gas	-1,289.44
11/27/2023	6425	Larimer Clerk/Recorder	License Plate renewal for Ford Ranger	-0.22
Nov 23				<u><u>-771,675.04</u></u>

- Plant expenses that aren't normal monthly expenses
- Chemicals
- Renewal & Replacement
- Water Resources

	Months												YTD Total	Budget	% To Budget
	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23			
Revenue Total	968,282	463,025	464,463	971,141	503,442	501,943	1,058,163	543,607	539,976	993,826	-	-	7,007,868	8,154,204	85.94%
<i>Fixed O&M Revenue Total</i>	400,936	400,936	400,936	400,936	400,936	400,936	400,936	400,936	400,936	400,936			4,009,360	4,811,235	83.33%
<i>Variable O&M Revenue Total</i>	61,794	55,287	58,635	64,235	97,279	95,852	144,565	137,064	133,533	86,150			934,394	1,338,719	69.80%
<i>Renewal and Replacement Revenue Total</i>	500,999	-	-	500,999	-	-	500,999	-	-	500,999			2,003,996	2,004,000	100.00%
<i>Misc./Interest Income</i>	4,553.00	6,802.00	4,892.27	4,971	5,227	5,155	11,663	5,607	5,507	5,741			60,118	250	240.4731
Expenses Total	676,279	418,830	501,775	533,725	494,157	561,876	503,486	453,357	481,251	630,882	-	-	5,255,618	7,850,549	66.95%
<i>Fixed O&M Expenses</i>	556,678	379,324	384,955	366,799	285,290	397,403	307,184	306,365	293,948	311,166			3,589,112	4,811,235	74.60%
<i>Variable O&M Expenses</i>	119,601	25,161	95,753	74,094	167,558	124,860	185,874	74,746	142,474	121,856			1,131,977	1,035,314	109.34%
<i>Energy Expenses</i>	17,248	17,447	14,084	10,321	9,669	9,767	9,673	4,875	9,709	6,793			109,586	105,969	103.41%
<i>Chemical Expenses</i>	102,353	7,714	81,669	63,773	157,888	114,913	176,201	69,871	132,765	115,063			1,022,210	1,232,750	82.92%
<i>Renewal and Replacement Expenses</i>	-	14,345	21,067	92,832	41,309	39,613	10,428	72,246	44,829	197,860			534,529	2,004,000	26.67%

Reserves



Emergency Reserve Fund Balance end of Oct.
 Minimum Emergency Reserve Target
 +/- Target

2,027,147
1,537,489
489,658

2,622,915
500,000
2,122,915

Tri-Districts Monthly Flows (MGD)

November 2023

HT 1st Reading	12/1/2023	19644846
HT 1st Reading	11/1/2023	19268392

Total 24-hour District Flows (MGD)

SCFP Influent Flows (MGD)

	ELC TOT	FCL TOT	NWC TOT	Dist Total Flow	SCFP Daily Peak Flow	HT Flow	PV Flow	Total Influent Flow
11/1/2023	2.077	4.601	6.407	13.085	16.560	12.914	0.000	12.914
11/2/2023	2.048	3.519	6.068	11.635	13.710	12.494	0.000	12.494
11/3/2023	2.077	3.871	6.547	12.495	14.190	12.664	0.000	12.664
11/4/2023	2.129	3.285	6.673	12.087	16.530	13.192	0.000	13.192
11/5/2023	2.098	4.281	6.961	13.340	15.080	12.948	0.000	12.948
11/6/2023	1.880	3.250	6.552	11.682	16.790	13.474	0.000	13.474
11/7/2023	2.677	3.610	6.563	12.850	15.390	11.984	0.000	11.984
11/8/2023	3.172	3.254	6.349	12.775	16.930	13.866	0.000	13.866
11/9/2023	3.179	3.570	6.593	13.342	15.070	14.352	0.000	14.352
11/10/2023	2.770	2.865	6.202	11.837	14.980	12.844	0.000	12.844
11/11/2023	2.145	3.871	6.107	12.123	14.010	11.816	0.000	11.816
11/12/2023	2.194	4.221	6.471	12.886	14.570	11.608	0.000	11.608
11/13/2023	2.165	2.943	6.406	11.514	15.110	13.364	0.000	13.364
11/14/2023	2.163	2.240	5.974	10.377	14.290	11.530	0.000	11.530
11/15/2023	2.195	4.428	6.912	13.535	17.510	10.988	0.000	10.988
11/16/2023	1.859	3.897	6.297	12.053	17.440	14.414	0.000	14.414
11/17/2023	1.903	4.531	6.489	12.923	17.810	14.078	0.000	14.078
11/18/2023	2.255	5.135	6.432	13.822	17.460	13.558	0.000	13.558
11/19/2023	2.236	3.876	6.209	12.321	16.590	13.238	0.000	13.238
11/20/2023	1.811	4.694	6.235	12.740	16.790	12.322	0.000	12.322
11/21/2023	2.012	3.476	6.440	11.928	16.240	13.128	0.000	13.128
11/22/2023	2.119	3.627	6.334	12.080	15.050	12.844	0.000	12.844
11/23/2023	0.360	2.822	6.322	9.504	16.060	11.684	0.000	11.684
11/24/2023	3.868	3.342	5.388	12.598	13.710	10.920	0.000	10.920
11/25/2023	1.627	3.771	6.110	11.508	14.440	11.088	0.000	11.088
11/26/2023	2.256	2.860	6.155	11.271	12.830	12.612	0.000	12.612
11/27/2023	2.209	2.466	6.037	10.712	15.560	11.784	0.000	11.784
11/28/2023	2.385	3.259	6.321	11.965	19.630	11.056	0.000	11.056
11/29/2023	1.763	3.415	6.134	11.312	15.010	11.468	0.000	11.468
11/30/2023	2.439	3.585	6.007	12.031	14.950	11.636	0.000	11.636
Minimum	0.360	2.240	5.388	9.504	12.830	10.920	0.000	10.920
Maximum	3.868	5.135	6.961	13.822	19.630	14.414	0.000	14.414
Average	2.202	3.619	6.323	12.144	15.676	12.529	0.000	12.529
Metered Usage	66.071	108.565	189.695	364.331		375.868	0.000	375.868
% Used	18.13	29.80	52.07	100.00				
MG Difference	2.092	3.438	6.007	11.537				
Total Usage	68.163	112.003	195.702	375.868				
						Influent-Effluent Difference (MG)		11.537
						Influent-Effluent Difference (%)		3.07

Soldier Canyon Water Treatment Authority - Treatment Capacity Share

District	Capacity Allocation (MGD)	Treatment Capacity Share (%)
ELCO	13.719	22.865 %
FCLWD	23.043	38.405 %
NWCWD	23.238	38.730 %
TOTAL	60.000	100.000 %

SOLDIER CANYON FILTER PLANT

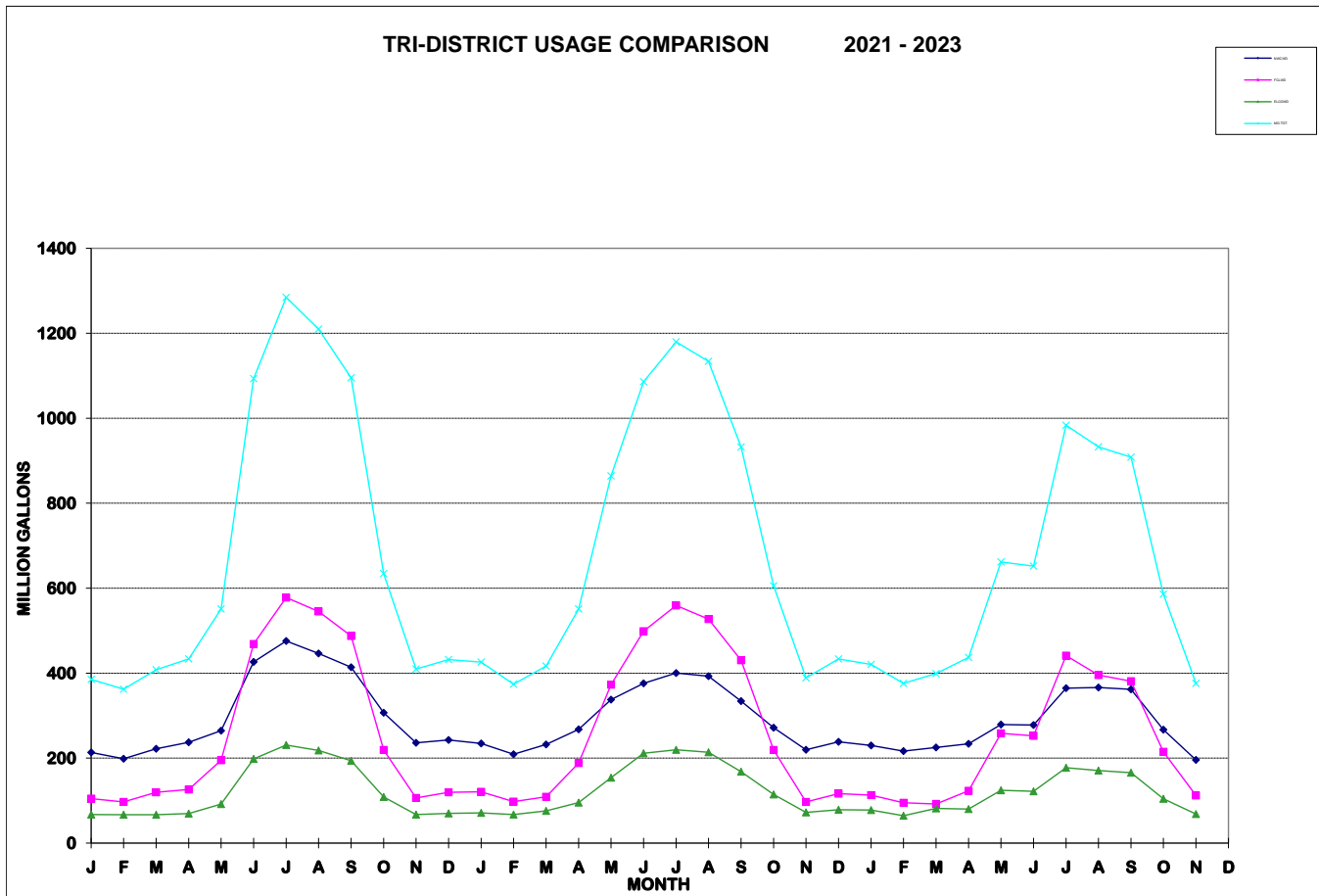
3 YEAR COMPARITIVE USAGE

TRI-DISTRICTS

2021 - 2023

[3yruse2003.xls]

MONTH	NWCWD			FCLWD			ELCOWD			MO. TOTAL		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
JAN.	213.232	234.429	229.737	104.782	120.573	113.018	67.179	71.023	77.609	385.193	426.025	420.364
FEB.	198.610	209.077	216.632	96.767	97.666	95.005	66.857	67.231	64.464	362.234	373.974	376.101
MAR.	221.902	232.206	225.289	119.593	108.830	92.041	66.593	75.633	81.548	408.088	416.669	398.878
APR.	237.188	267.526	233.848	126.389	188.202	122.963	69.689	95.364	80.160	433.266	551.092	436.971
MAY	264.431	337.491	278.952	195.029	372.881	258.403	91.809	153.949	124.410	551.269	864.321	661.765
JUN.	426.419	375.998	277.756	468.780	498.690	252.339	198.058	211.301	121.959	1093.257	1085.989	652.054
JUL.	475.675	400.401	364.832	577.994	559.459	441.348	230.767	219.816	177.254	1284.436	1179.676	983.434
AUG.	446.326	392.969	366.326	545.214	527.105	395.514	218.222	213.667	170.571	1209.762	1133.741	932.411
SEP.	414.085	334.021	361.829	487.309	430.478	381.019	193.749	167.893	165.541	1095.143	932.392	908.389
OCT.	306.612	271.670	266.970	219.058	219.380	214.922	108.798	114.438	104.165	634.468	605.488	586.057
NOV.	236.168	219.703	195.702	106.260	96.875	112.003	67.336	72.121	68.163	409.764	388.699	375.868
DEC.	242.592	238.439		119.446	116.273		69.906	78.550		431.944	433.262	0.000
YR.TOT	3683.240	3513.930	3017.873	3166.621	3336.412	2478.575	1448.963	1540.986	1235.844	8298.824	8391.328	6732.292



Soldier Canyon Water Treatment Authority

Soldier Canyon Water Treatment Authority Board Meeting – Plant Manager’s Update

Thursday, December 14, 2023

- Backup Generator project.
 - Walls and duct bank poured.
 - Electrical work has started.
 - Planning for three separate power shutdowns: two 8-hour long where the Plant will run on existing backup generator – one 4-hour long with no power and complete Plant shutdown. Will coordinate with Fort Collins for backup water supply.
- Filters 5-8.
 - Removing and modifying gallery piping.
 - Blasting and coating filter walls.
- Water Resources organized a PVP end-of-season coordination meeting with Fort Collins and North Poudre. The season went very well. Good communication and coordination all around.
- Reservoir turnover occurred on Thanksgiving. Manganese levels back to normal.
- HDR – 20-Year Master Plan
 - ELCO and FCLWD have provided draft or final draft future demand numbers.
 - HDR will pause work on the project on December 31st until final water demand data is available from all 3 Districts.
- Fully staffed in Operations. One vacancy in Maintenance which we hope to fill in January.