

**RECORD OF PROCEEDINGS  
MINUTES  
of the  
Board of Water Commissioners**

Denver Water Administration Building  
1600 West 12<sup>th</sup> Avenue  
Denver, CO  
Board Room, Third Floor

**Wednesday, November 8, 2017**

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**Open Session**

A duly called Regular Meeting of the Board of Water Commissioners was held Wednesday, November 8, 2017 beginning at 9:00 a.m. in the Board Room, Room 309, 1600 West 12<sup>th</sup> Avenue, Denver, Colorado. Members of the Board present during the Regular Meeting were:

**Paula Herzmark, President**  
**John R. Lucero, First Vice President**  
**H. Gregory Austin, Vice President**  
**Gary M. Reiff, Vice President**  
**Craig Jones, Vice President**

Board employees and others present during portions of the meeting were:

J.A. Anderson, Chief of Staff	A. Doane, Environmental Compliance Specialist
D. Bennett, <i>Acting</i> Chief External Affairs Officer	K. Dudas, Public Affairs Manager
A.C. Bricmont, Chief Financial Officer	M. Faulkner, Director HR
G. Cagle, Chief Human Resources Officer	G. Fisher, Demand Planning Manager
C.R. Dermody, Chief Information Officer	P. Hahler, HR Coordinator
C.S. Funk, <i>Acting</i> General Counsel	D. Hamm, Division Analyst
B.D. Good, Chief Administrative Services Officer	A. Ingram, Contract Supervisor
R.J. Mahoney, Chief Engineering Officer	T. Johnson, Water Treatment Lead
T.J. Roode, Chief Operations and Maintenance Officer	J. Kearns, Contract Specialist
Z. Alabbasi, Water Treatment Plant Manager	S. Miller, Health Services Manager
A. Antolovich, Engineering Manager	T. Mountfort, Environmental Compliance Manager
	P. Peloquin, Interagency Project Manager
	R. Plakke, Water Treatment Plant Manager

***Denver Water aspires to be the best water utility in the nation.***

Integrity :: Vision :: Passion :: Excellence :: Respect



M. Aragon, Director Customer Relations  
N. Babyak, Water Treatment Plant  
Supervisor  
K. Bates, Attorney  
R. Batt, Engineering Specialist  
R. Bealer, Utility Sr. Tech  
G. Begly, Real Estate Specialist  
A. Benko, Water Treatment Sr. Tech  
D. Brancio, Water Treatment Plant  
Supervisor  
P. Brubaker, Water Treatment Plant  
Manager  
T. Bryant, Controller  
S. Colcleasure, Water Treatment Lead  
P. Coleman, Chief Internal Auditor  
F. Davis, Rates Manager

M. Price, Director Business Operations  
B. Ransom, Recreation Manager  
K. Riegle, Attorney  
E. Rubenstein, Water Treatment Plant  
Supervisor  
S. Sawyer, Water Treatment Sr. Tech  
J. Shaw, Community Relations Sr. Specialist  
R. Slade, Planner Sr.  
S. Snyder, Communication Sr. Specialist  
J. Spitze, IT Program Manager  
P. Streicher, Surveyor  
J. Tejral, Public Affairs Manager  
A. Turney, Director Engineering - Property  
D. Winter, Director Organizational  
Improvement  
B. Tatum, American Heart Association

## INTRODUCTORY BUSINESS

Commissioner Herzmark called the meeting to order at 9:12 a.m.

### Public Comment and Communications

Commissioner Herzmark issued an invitation to members of the public to comment to the Board on any matters not included in the Agenda for the meeting. There was no response.

### Introductions, Awards and Ceremonies

1. Ms. Miller introduced Mr. Tatum, who congratulated Denver Water for being one of only 17 Colorado employers to achieve the Silver Level of the American Heart Association's Workplace Health Achievement Index. The Index is comprised of 55 individual best practices, organized into seven categories or organizational best practices (leadership, engagement, programs, policies and environment, partnerships, communications and reporting outcomes), as well as an objective science-based assessment of overall workplace heart health. Denver Water's treadmill and bike workstations, walking programs, and inclusivity programs factored into the score. Mr. Tatum presented the Board with a plaque, a letter

from the AHA CEO, and a copy of the issue of Forbes magazine featuring a list of winners, as well as a decal to display.

2. Mr. Roode congratulated Ms. Brubaker and her team for achieving the Phase 3 Partnership for Safe Drinking Water Director's Award from the American Water Works Association. Team-members include: Mr. Rubenstein, Ms. Babyak, Mr. Sawyer and Mr. Beeler. Commissioner Herzmark thanked the team for all of their hard work.
3. Mr. Montfort proudly informed the Board that Denver Water's four treatment plants earned Gold Leader status from the Colorado Department of Public Health and Environment, by going above and beyond environmental compliance requirements and exhibiting excellent environmental stewardship. Team-members include: Ms. Brubaker, Mr. Alabbasi, Mr. Plakke, Mr. Swedensky, Mr. Peck, Mr. Doane, Mr. Albert, Mr. Lamacraft, Mr. Johnson, ~~Ms~~ and Ms. Sawyer.

Commissioner Herzmark thanked everyone and remarked on this very impressive series of awards and how it speaks to Denver Water's culture and ethics.

### ACTION ITEMS

Upon motion regularly made, seconded and unanimously carried by the Commissioners then present, unless otherwise noted, the Board acted upon the following agenda items:

**1. ITEM II-A-1: MINUTES OF OCTOBER 11, 2017**

The Minutes of the Open Session Meeting of October 11, 2017 were approved.

The Minutes of the Executive Session of October 11, 2017 were approved.

**2. ITEM II-A-2: MINUTES OF OCTOBER 25, 2017**

The Minutes of the Open Session Meeting of October 25, 2017 were approved.

The Minutes of the Executive Session of October 25, 2017 were approved.

**3. ITEM II-A-3: WILLIAMS FORK DAM HYDRO UNIT NO. 1 OVERHAUL AND PENSTOCK GATE MAINTENANCE – CONTRACT 17013A**

Approved Contract 17103A with Gracon LLC for the Williams Fork Dam Hydro Unit No. 1 and Penstock Gate Maintenance project for the contract period of

November 8, 2017 through June 15, 2018, for a total contract amount not to exceed \$2,388,600.

**4. ITEM II-A-4: RATIFICATION OF CONSTRUCTION CONTRACTS CHANGE ORDERS AND AMENDMENTS AND PROFESSIONAL SERVICES AGREEMENT AMENDMENTS**

Ratified Construction Contract Change Orders, Amendments, and Amendments to Agreements authorized in September and October, 2017 as follows:

1. Third Amendment to Contract 15453A with Reynolds Construction, LLC for Conduit No. 16 Tunnel Installations at State Highway 58 & 93, BNSF Railroad Crossings & Interstate 70 with Open Cut Segments from STA 348+50.00 to STA 410+24,17,
2. Change Order No. 6 to Contract 16114A with Moltz Construction, Inc. for Antero Dam Rehabilitation Phase IV, and
3. Second Amendment to Contract 17117A with Harrison Western Construction Corporation, Inc. for Cheesman Rock Stabilization,

all as more particularly described in the attachment to Agenda Item ITEM II-A-4.

**5. ITEM II-B-1: ROUTINE WATER QUALITY LABORATORY TESTING SERVICES CONTRACT 17161A**

Approved Contract 17161A with Colorado Analytical Laboratory for routine water quality laboratory testing services for the contract period of November 9, 2017 through October 31, 2021, for a total contract amount not to exceed \$1,800,000.

**6. ITEM II-B-2: FOURTH AMENDMENT FOR PURCHASE OF LIQUID CHLORINE CONTRACT 14435A**

Approved the Fourth Amendment to Contract 14435A with DPC Industries, Inc. The Amendment extends the contract period through December 31, 2020 and adds \$1,800,000, for a total amended contract amount not to exceed \$4,400,000.

**7. ITEM II-B-3: CONDUIT NOS. 57 & 58 RELOCATION FROM CITY PARK GOLF COURSE TO PERIMETER STREETS INTERGOVERNMENTAL AGREEMENT 503006 WITH THE CITY AND COUNTY OF DENVER**

Approved Intergovernmental Agreement 503006 with the City and County of Denver in the amount of \$5,368,343.

Mr. Peloquin explained that Denver Water is obligated to fund wastewater initiated pipe relocations when pipelines are located within the City's park properties, and that doing so in this circumstance will improve the opportunities for pipe maintenance and help relieve flood occurrences in the northern and eastern portions of the City.

**8. ITEM II-B-4: WATER EFFICIENCY PLAN**

Mr. Tejral presented the Board with three options for the proposed 5-Year Water Efficiency Plan, a copy of which is attached to and incorporated in these Minutes as Exhibit A. He also shared a slide presentation, a copy of which is attached to and incorporated in these Minutes as Exhibit B.

Mr. Tejral remarked that this Plan's overall approach signifies a shift in Denver Water's communication with customers, to a prioritized set of tactics, based on customer behavior, GIS information, good census data, defined efficiency levels and customer modelling. The benchmarks include 40 gallons per capita per day for indoor usage and 12 gallons per square foot per season for outdoor usage.

He stated that staff recommends Option Two, which would cost approximately \$2,000 per acre foot and include communications, rebates, audits, single family outdoor rebates for irrigation products, garden-in-a-box and lawn care retro-fits and audits. This option is optimal because it would permit maximum targeted outreach, facilitate savings, and not require additional staffing.

After discussion, the Board approved Option Two.

**POLICY MATTERS**

**9. ITEM III-A: CENTENNIAL ANNIVERSARY UPDATE**

Ms. Dudas presented the Board with an update on Denver Water's 100<sup>th</sup> Anniversary celebration plan, a copy of which is attached to and incorporated in these Minutes as Exhibit C. She highlighted that the theme for the celebration, which will kick-off during the 2017 Parade of Lights, is "Water Connects Us All." Staff will work to engage and educate the public through public events, as well as through a documentary film, stories broadcast on 9News, a scholarship for future water leaders, and sales of a commemorative beer that will be formulated with recycled water.

**10. ITEM III-B: 2018 DENVER WATER PAY STRUCTURE**

Ms. Faulkner reported that the Board received a Briefing Paper on the revised 2018 Pay Structure, and stated that the revisions continue the work begun in 2015 with the compensation study and development of Denver Water's Total Rewards philosophy. Market research supports a two percent adjustment to all of the pay ranges. This will cause Denver Water to adjust the pay of a few employees to bring them to the new minimums of their respective pay ranges.

**EXECUTIVE UPDATE****11. ITEM IV-B: CFO UPDATE**

Ms. Bricmont reported that the Board will receive a Third Quarter forecast and proposed 2018 Budget in anticipation of the Board's Budget workshop, scheduled for November 16, 2017.

**12. ITEM IV-A: OPERATIONS UPDATE**

Mr. Roode and Mr. Plakke explained that the staff at the Recycling Plant have undergone operations efficiency exercises that have resulted in a 25% improvement in operating efficiency, reduction in staffing needs, and reduction in the operating schedule. Mr. Plakke introduced Mr. Johnson and Ms. Colcleasure, noting that they have been key planners for improvements. Commissioners Herzmark and Austin thanked the team, remarking that their work is inspirational.

**BRIEFING PAPERS & REPORTS****13. ITEM V-A-1: 2018 DENVER WATER PAY STRUCTURE**

The Board received a Briefing Paper for the 2018 Denver Water Pay Structure, a copy of which is attached to and incorporated in these Minutes as Exhibit D.

**ADJOURNMENT**


No further business appearing, the Board voted unanimously to adjourn into an Executive Session at approximately 10:25 a.m.

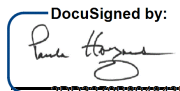
**EXECUTIVE SESSION**

On Wednesday, November 8, 2017 , commencing approximately at 10:30 a.m. in the Board Room, Room 309, 1600 West 12th Avenue, Denver, Colorado, the Board of Water Commissioners met in Executive Session. The following matter, which is authorized by C.R.S. § 24-6-402 or D.R.M.C. § 2-34, was discussed during the Executive Session:

1. Property Transactions § 24-6-402(4)(a)

There being nothing further for the Board to consider, the Executive Session concluded at approximately 11:25 a.m.

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Secretary

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President