

**LAKEHURST WATER AND SANITATION DISTRICT
AGENDA**

**June 20, 2022
5:30 P.M.**

BOARD NORMS

APPROVE AGENDA FOR June 20 MEETING

CONSENT ITEMS.

1. Consider Approval of Minutes for Board of Directors Meeting of May 16, 2022

PUBLIC COMMENT

ACTION ITEMS

1. Approve Pay Estimate #2 Quincy Water Line Replacement Phase 2
2. Approve Change Order #1 Quincy Water Line Replacement Phase 2
3. Approve Reinvestment of Maturing T-note with Wells Fargo

EXECUTION ITEMS

REPORTS

1. Engineer
2. District Manager
3. Attorney

EXECUTIVE SESSION

OLD BUSINESS

1. Discuss Revised Employee Handbook (Redline) – Sent Under Separate Cover

NEW BUSINESS

1. Election of Officers
2. Lawn Removal/Water Reduction Programs

FINANCIAL REPORTS

1. Financial Statement - Period Ending May 2022 for Review and Comment
2. Ratification of June 2022 Interim Payments
3. Ratification of May 2022 Supplemental Payments
4. Ratification of June 2022 Vouchers

ADJOURN Next Regular Meeting: Monday July 18, 2022 5:30 PM

BOARD NORMS

1. All Board Meetings are to start on time.
2. All individual Board members' votes are to be tallied.
3. The President is to chair and preside at all Board meetings. If he is unavailable, the meeting will be chaired and conducted by the vice-president; and if the vice-president is unavailable, District meetings will be chaired by the secretary.
4. The Manager is to attend all Board Meetings, to make recommendations, answer questions and make presentations.
5. The District's legal counsel is to attend every Board Meeting, unless directed otherwise by the Board.
6. The Board shall set policy for the District. The term "policy" is used by the Board to describe the principles, plans, or courses of action, as pursued by the District.
7. All Board Meetings shall be conducted with courtesy and respect for all.
8. Meeting agenda items from Board members are to be submitted to the Manager in time to be included in the printed Board Agenda, unless prevented by an emergency.
9. Copies of meeting agenda and manager's reports shall be distributed prior to each meeting to each member of the Board, to the attorney and to the District's engineer.
10. The opinions from all Board members and all other participants shall be sought at all meetings.
11. The Board shall be deliberative and allow adequate time to make all decisions.
12. The Manager is to review proposals from consultants and District professionals and shall make recommendations regarding their acceptance, reasonableness of charges and need for action that is proposed.
13. All District business is to be conducted in an open public meeting except for when the Board convenes in executive session in accordance with the provisions of Colorado Law.

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Consider Approval of the Minutes for the Board of
Directors Meeting of May 16, 2022

AGENDA: Consent Item 1

PRESENTED BY: Attorney

BACKGROUND: Following is a Copy of the Minutes for Board
Approval

SUGGESTED ACTION: Board Approval

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
LAKEHURST WATER AND SANITATION DISTRICT¹

Monday
May 16, 2022
Jefferson County, Colorado

The regular monthly meeting of the Board of Directors of the Lakehurst Water and Sanitation District (“District”) convened on Monday, May 16, 2022, at 6:30 p.m., in the District office located at 7995 West Quincy Avenue, Jefferson County, Colorado. The following Directors were in attendance, to-wit:

Michael Cochran
Keith Francis
Steven Posavec
William “Jake” D. Schild
Gail Sevier

Also, in attendance were: Steven Daldegan, the District’s manager; Greg Sekera, from Kennedy/Jenks Consultants, the District’s consulting engineer; and Timothy J. Flynn, from Collins Cole Flynn Winn & Ulmer, PLLC, the District’s legal counsel.

NOTICE OF MEETING

Pursuant to Lakehurst Resolution 2021-1-1, staff posted a notice of the meeting together with a meeting agenda on the District’s website and posted, as a courtesy to the District’s residents, a copy of the notice on the front door of the District office. Both notices were posted at least twenty-four (24) hours in advance of the meeting for purposes of complying with the Colorado Open Meetings law.

CALL TO ORDER

The meeting was called to order by the District’s President, William “Jake” D. Schild, who presided as Chair.

¹ And the Board of Directors of the Lakehurst Water and Sanitary Sewer Activity Enterprise.

APPROVAL OF AGENDA

Following a brief discussion, a motion was made by Director Cochran and seconded by Director Posavec to add at the request of the Manager, two items to New Business: (i) the Office Landscape Maintenance Contract; and (ii) a “Change Order Request” submitted by a Raising Caines contractor, and to approve the agenda, as amended. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

SWEARING IN NEWLY ELECTED DIRECTORS

Following a brief discussion, the Board authorized Director Posavec to administer the Oaths of Office to William “Jake” D. Schild, Keith Francis, Michael Cochran, and Gail Sevier, who were all deemed elected at the District’s May 3, 2022, Board of Directors election, that was cancelled. Each of the newly sworn in Directors will sign their Oath within the next day or two. When that is completed, Director Posavec will sign the Oaths and return them to legal counsel for filing with the Jefferson County District Court, the Division of Local Government, and the Jefferson and Denver Clerk and Recorder Offices. Directors Cochran, Schild, and Sevier were each elected for a 3-year term of office. Director Francis was elected for a 1-year term of office.

CONSENT ITEMS

1. Approval of the Minutes of the Board’s April 18, 2022, Regular Meeting.

Following a brief discussion, a motion was made by Director Cochran and seconded by Director Sevier to approve the minutes of the Board’s April 18, 2022, regular meeting, as written. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

Legal counsel was instructed to place the approved minutes in the District’s official minute book and to transmit an electronic copy thereof, with all attachments, to the District’s manager and Board members.

PUBLIC COMMENT

No members of the public were present, and no public comment was presented to the Board at this meeting.

ELECTION OF OFFICERS

Legal counsel noted that following each Board of Directors election the statute requires the Board to elect Officers. He noted that it should be done soon after the May election but there is no specific deadline. As a result, and because there was a heavy agenda the Board decided to defer election of officers until the June meeting.

ACTION ITEMS

1. **Water and Sewer Main Extension Agreements - High Point Storage LLC.** Greg Sekera and legal counsel reviewed with the Board the water and sewer main extension agreements that were signed by representatives of the High Point Storage project. These are standard Extension Agreements which Lakehurst uses when a developer needs to extend water and/or sewer mains to its development.

Following a brief discussion, a motion to accept the water and sewer main extension agreements and to authorize their execution by the District's President and Secretary was made by Director Posavec and seconded by Director Francis. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William "Jake" D. Schild	Aye
Gail Sevier	Aye

2. **Approval of Resolution 2022-4-1 Increasing the District's Property Transfer/Final Meter Read Fee.** Following a brief discussion, a motion was made by Director Cochran and seconded by Director Posavec to approve Resolution 2022-4-1 which memorializes the action taken by the District's Board at last month's meeting increasing the Property Transfer Final Meter Read Fee from \$20 to \$35, if the request is made prior to closing and to \$75 if the request comes after closing, due to the extra cost and time District's staff incurs updating its records. The Chair called for a vote and, the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye

Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

3. **Approval of Resolution 2022-5-1 Reaffirming the District’s 2022 Irrigation Season Water Use Rules.** The Board considered Resolution 2022-5-1 that reaffirms the District follows Denver Water’s irrigation season water rules that are now a part of Denver Water’s operating rules. The irrigation season rules require that lawn irrigation occur before 10:00 a.m. and after 6:00 p.m. In addition, customers are asked to water no more than 3 times per week and prohibit water waste. Following a brief discussion, a motion to adopt the Resolution was made by Director Cochran and seconded by Director Posavec. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

4. **Approval of Professional Services Engineering Agreement with Kennedy/Jenks’ for 2022 Sewer Rehabilitation Project.** Legal counsel and Greg Sekra reviewed with the Board a proposed form of agreement whereby Kennedy/Jenks’ will prepare the design drawings, coordinate the bidding, and provide construction observation services in connection with Lakehurst’s South Pierce Street sanitary sewer rehabilitation project. This project consists of the rehabilitation of approximately 4,900 linear feet of 8” and 10” sewer pipe and 29 manholes. Kennedy/Jenks’ fee will not exceed \$57,115, consisting of \$18,380 for design services, \$4,175 for bid services, and \$34,560 for construction phase services. At the conclusion of the discussion, a motion to approve the Agreement and to authorize its execution by the District’s President and Secretary was made by Director Cochran and seconded by Director Posavec. The Chair called for a vote, the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

5. **Approval of Pay Application No. 1 for Quincy Avenue Phase 2 Water Line Replacement Project.** The Greg Sekra reviewed with the Board pay application No. 1 submitted by Brannan Construction for work done during the month of April on the Quincy

Avenue Phase 2 Water Line Replacement Project. After reviewing the pay application, which is in the gross amount of \$102,777, less retainage of \$5,138.85, for a net payment of \$97,638.15, A motion was made by Director Cochran and seconded by Director Posavec to approve the pay application and authorize it to be signed by the District’s President. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

6. **Encroachment Agreements for Highpoint Storage Project.** Legal counsel and Greg Sekra reviewed with the Board, two Encroachment Agreements for existing water line easements that will be encroached upon by improvements being constructed as part of the Highpoint Storage Project. There is a separate Encroachment Agreement for each easement that is being encroached upon. At the conclusion of the discussion, a motion was made by Director Sevier and seconded by Director Posavec to approve each Encroachment Agreement and authorize their execution by the District’s President and Secretary. The Chair called for a vote, the vote was as follow:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

EXECUTION ITEMS

No documents were presented to the Board for execution at this meeting.

ENGINEERING REPORT

Greg Sekera reviewed Kennedy/Jenks’ written engineering memorandum dated May 12, 2022, a copy of which was previously provided to each member of the Board. As part of his review, Mr. Sekera discussed the following matters:

1. **Quincy Avenue Water Line Replacement Project Phase 2.** Brannan Construction mobilized and began work on this project the week of April 18, 2022. Construction of the 12” water line is proceeding without major issues or stoppages. As of

May 12, 2022, Brannan Construction had installed approximately 1,200 linear feet of 12” pipe from South Arbutus Way to South Zang Street. Jefferson County Road and Bridge has provided traffic control and has been supportive of the project. Kennedy/Jenks’ is pleased with the contractor’s progress to date. Pay Application No. 1 for work completed through April 30, 2022 was approved by the Board earlier in the meeting.

2. **Pierce Street Outfall Rehabilitation Project.** This project consists of approximately 4,900 linear feet of 8” and 10” sewer pipe that needs to be rehabilitated along with 29 manholes. An agreement authorizing Kennedy/Jenks’ to proceed with the design and construction documents for this project was approved by the Board earlier in the meeting. Kennedy/Jenks’ has initiated the design of the project and it is the intent of Kennedy/Jenks’ to have construction complete by the end of 2022.

3. **Pinehurst Terrace Townhomes on South Teller Street.** Construction of the sanitary sewer and water mains needed to serve this project is complete, except for certain punch list items. The punch list items will be completed following the installation of curb and gutter and street paving.

4. **Raising Canes at 5060 South Wadsworth Boulevard.** Construction of the sanitary sewer and water main extensions for this project is complete. Minor punch list work is pending before accepting the project for probationary acceptance. The District has received a request by the contractor for Raising Canes to pay for extra work the contractor had to perform as a result of a District water main break in the parking lot of Marston Park at 5066 South Wadsworth. This break was discussed at last month’s Board meeting. The Board’s consideration of the contractor’s request will be taken up as part of the items added to the agenda earlier in the meeting.

5. **Highpoint Storage.** Construction of the water and sewer mains for this project is expected to begin week of May 23, 2022. The water and sewer main extension agreements, easements, and warranty bonds were approved by the Board at last month’s meeting. Earlier in the meeting, the Board approved two encroachment agreements for project improvements that will encroach upon existing Lakehurst water line easements that extend over and across this property.

6. **FCI New Connections.** The engineer for the Federal Correctional Institute “FCI” and Denver Water met on May 4, 2022, to discuss Denver Water’s requirement for tap fees for proposed upsized connections. Several alternative designs were also discussed at that time, but Denver Water did not offer any relief from the requirement that FCI pay the additional tap fees for any new connections. At this point in time, FCI is weighing its options.

7. **Starbucks - Progress Business Park.** The preconstruction meeting for this project was held on April 25, 2022. Work on the installation of the water and sewer lines needed to serve this project has been delayed due to material availability.

8. **Foothills Golf Course Clubhouse Renovation.** The design plans for the proposed water main extension and loop on the eastside of the clubhouse building for fire protection has not yet been submitted to Kennedy/Jenks' for review. Kennedy/Jenks' has provided comments to Jefferson County in connection with the location and extent application that Foothills Park and Recreation District has filed with Jefferson County in connection with this project.

9. **Oxygen Plus Fireline.** The new tenant at 6950 West Jefferson Avenue has completed construction of the new fire line needed to serve the building. Minor punch list item work is in the process of being performed.

10. **Dakota Ridge Development.** Conditional acceptance of the water and sewer mains that serve this project started on April 20, 2022.

11. **New Development Projects.** No referrals for any new developer or other projects were received by the District during the month of April 2022. The District previously did receive a referral for the Colorado Academy Slater Field project and for a carwash at Quincy and Eldridge.

At this point Greg Sekera left the meeting.

MANAGER'S REPORT

Steve Daldegan reviewed his written Manager's Information Report dated May 16, 2022, a copy of which was previously provided to each member of the Board. As part of his report, the manager discussed the following matters:

1. **District Investments/Maturing Treasury Note.** The manager advised the Board that the District owns a \$1,100,000 treasury note that will mature on June 30, 2022. The manager will have current interest rates and options available for the Board at the June meeting so a reinvestment decision can be made at that time.

2. **Return to Work Status of District Employee.** The Board was advised that a District employee has a medical condition that necessitated his taking time off from work. The employee's return to work status was discussed briefly with the Board.

3. **Customer Shutoffs.** The customer shutoff date for those customers who are delinquent in their water and/or sewer bills this month is May 18, 2022. The manager will update the Board as to the May shutoffs at the June meeting.

During April, 21 customers had their water services terminated because they were 60 days or more past due. The manager reported that most of those accounts have been reinstated following payment of the delinquent water and sewer bill.

4. **Sewer Collection System Inspection.** The Manager reported that R.H. Borden completed the sewer line assessment (SL-RAT) program on the District's PVC pipe for the year. A total of 128,000 linear feet was assessed. The manager noted that most all of the pipe is in good condition, there was one minor area that is going to be put on the District's 2022 capital improvement project list, if possible, or if not, it will be addressed as part of the District's 2023 capital improvements project.

5. **Property Transfer Fee.** The manager advised the Board that the property transfer/final meter read fee adopted at last month's meeting has been implemented. A few title companies expressed concern as to the higher fees, but the manager indicated that overall, the increased fee have been accepted.

6. **Miscellaneous.** Instead of reviewing the Manager's Report in detail, the manager asked the Board if there were any questions that he could answer as to the remaining portions of his report. There were no questions from the Board.

LEGAL REPORT

Timothy J. Flynn, the District's legal counsel reported to the Board as follows:

1. **Director's Oaths of Office.** Mr. Flynn reiterated that when fully executed the Oaths of Office for Directors Schild, Cochran, Francis, and Sevier will be filed with the Division of Local Government, the Jefferson Country District Court, and the Denver and Jefferson County Clerk and Recorders.

2. **Employee Handbook.** There was a detailed discussion concerning the District's Employee Handbook. There is concern with alleviating a grievance procedure or at least not setting forth in the Handbook a way in which an employee who feels aggrieved has a way to bring their concerns to management. This matter will be discussed in greater detail at the Board's June meeting.

3. **Paid Family Medical Leave and Insurance Program (FAMLI).** The Board was advised that all municipalities in Colorado including special districts must make decisions regarding their participation in Colorado's Paid Family Medical Leave Insurance Program before the end of the year. Participation is automatic for those entities that do not opt out. The FAMLI Division of the Colorado Department of Labor and Employment must be notified before the end of 2022 to avoid premium liability for 2023. Legal counsel will provide the Board with a Memo on this matter at either the June or July meeting. At one time it was thought the District needed to opt out by July 1, 2022 but that deadline is no longer in effect.

EXECUTIVE SESSION

The Board decided not to go into Executive Session for purpose of discussing the personal manual.

OLD BUSINESS

There was no old business to come before the Board.

NEW BUSINESS

1. **Request for Compensation for Extra Work.** The contractor, Reggie Norman, that is installing a storm drain line that will serve the Raising Cane’s Restaurant presented a change order request to Lakehurst. The request is for extra cost that the contractor incurred to repair an open trench for the storm drain that was damaged when a Lakehurst water line broke and water flowed into the trench. After discussing the matter in detail and noting that the Board is not a party to the contractor’s contract with Raising Caines, the Board respectfully declined to pay any portion of the reimbursement request.

Legal counsel reported that the Change Order does not comply with the claim requirements at the Colorado Governmental Immunity Act and that there is no basis in anything the contractor submitted to believe Lakehurst was at fault for the additional work the contractor had to perform. It was noted that the trench should not have been left open as it was.

2. **Landscape Maintenance Contract.** The Board was advised that Arrowhead Landscape Services submitted a revised Landscape Maintenance Proposal to Lakehurst but was refusing to do any work until a contract had been signed. Following an in depth discussion, a motion was made by Director Sevier and seconded by Director Cochran authorizing the Manager to negotiate a contract with Arrowhead Landscape Services if possible or if that proved unproductive to obtain quotes from other contract maintenance services and to enter into an agreement with whoever the Manager felt was appropriate. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

FINANCIAL REPORTS

1. **Financial Statements.** The Board reviewed the following unaudited financial statements prepared by staff for the four-month period ending April 30, 2022:

- (a) Statement of Revenues for the General Fund for the four-month period ending April 30, 2022; and
- (b) Statement of Expenditures for the General Fund/Administration for the four-month period ending April 30, 2022; and
- (c) Statement of Expenditures for the General Fund/Water and Sewer for the four-month period ending April 30, 2022; and
- (d) Statement of Expenditures for the Capital Projects Fund for the four-month period ending April 30, 2022; and
- (e) A Summary of Revenues and Expenditures for the District as a whole for the four-month period ending April 30, 2022.

For the four-month period ending April 30, 2022, the District had total unaudited revenues of \$2,149,440 and total expenditures of \$1,868,094. Year-to-date the District's revenues have exceeded expenditures by \$281,346.

Following a brief discussion, a motion was made by Director Sevier and seconded by Director Cochran to accept the unaudited financial statements, as presented. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William "Jake" D. Schild	Aye
Gail Sevier	Aye

2. Interim Disbursements. The Board reviewed a supplemental and interim list of disbursements for the period beginning April 16, 2022, and ending May 15, 2022, represented by District check numbers 23894 through 23936, inclusive, together with various ACH transfers for payroll and payroll tax purposes, in the aggregate amount of \$501,041.30.

Following a brief discussion, a motion was made by Director Cochran and seconded by Director Francis to ratify, approve, and confirm the supplemental and interim disbursements, as presented. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye

Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

3. **Approval of May Payables.** There were no May payables presented to the Board for approval.

4. **Report of Investments and Cash.** As of April 30, 2022, the District owned treasury securities and had money market funds at Wells Fargo Securities, LLC having a total value of \$5,254,264.67. In addition, as of April 30, 2022, the District had \$350 in petty cash; \$12,049,517.51 in the District’s operating account at Wells Fargo Bank, N.A.; and \$12,139,144.80 in the District’s ColoTrust account. The total market value of the District’s cash, deposits, and investments as of April 30, 2022, was \$29,443,276.98.

MISCELLANEOUS MATTERS

1. **Change in Meeting Time.** Following a brief discussion, a motion was made by Director Cochran and seconded by Director Posavec to change the meeting time going forward from 6:00 p.m. to 5:30 p.m. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

ADJOURNMENT

There being no further business to come before the Board, the motion was made by Director Posavec and seconded by Director Cochran to adjourn. The Chair called for a vote, and the vote was as follows:

Michael Cochran	Aye
Keith Francis	Aye
Steven Posavec	Aye
William “Jake” D. Schild	Aye
Gail Sevier	Aye

Whereupon, this regular meeting of the Board of Directors of the Lakehurst Water and Sanitation District adjourned at approximately 8:55 p.m. The next regular meeting of the

Board will be held on Monday, June 20, 2022, at 5:30p.m. in the Lakehurst District office located at 7995 West Quincy Avenue, Jefferson County, Colorado 80123-1319.

Respectfully submitted,

Timothy J. Flynn, Recording Secretary

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Approve Pay Estimate #2 Quincy Water Line Replacement
Phase 2

AGENDA: Action Item 1

PRESENTED BY: Engineer

BACKGROUND: Engineer

SUGGESTED ACTION: Board Action

DATE: June 2, 2022

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OWNER: Lakemont Water & Sanitation District
 ADDRESS: 7985 W. Quinry Ave.
 Littleton, CO 80123

CONTRACTOR: Brannan Construction
 CONTRACT: Mr. Luke Lopez
 ADDRESS: 2500 East Brannan Way
 Denver, CO 80229

PROJECT: Quinry Water Line Replacement Phase 2
 JOB #: 1746094*00

PERIOD COVERED BY THIS ESTIMATE
 FROM: 5/1/2022 TO: 5/31/2022

ESTIMATE NUMBER
 2

ITEM NUMBER	DESCRIPTION	UNIT PRICE	UNIT	QUANTITY	AMOUNT	TOTAL THIS PERIOD		TOTAL TO DATE	
						QUANTITY	AMOUNT	QUANTITY	AMOUNT
BASE BID ITEMS									
1	12-inch AWWMA C900 DR 14 PVC Pipe	\$134.00	LF	4,952	\$663,568.00	1,173	\$157,182.00	1,546	\$207,184.00
2	8-inch AWWMA C900 DR 14 PVC Pipe	\$88.00	LF	135	\$11,880.00	0	\$0.00	0	\$0.00
3	8-inch AWWMA C900 DR 14 PVC Pipe	\$84.00	LF	681	\$57,204.00	175	\$14,700.00	175	\$14,700.00
4	12-inch Gate Valve	\$4,010.00	EA	18	\$72,180.00	7	\$28,070.00	8	\$32,080.00
5	8-inch Gate Valve	\$2,340.00	EA	2	\$4,680.00	0	\$0.00	0	\$0.00
6	6-inch Gate Valve	\$1,660.00	EA	10	\$16,600.00	4	\$6,640.00	4	\$6,640.00
7	12-inch Horizontal Bend	\$1,210.00	EA	8	\$9,680.00	0	\$0.00	1	\$1,210.00
8	8-inch Horizontal Bend	\$793.00	EA	4	\$3,172.00	0	\$0.00	0	\$0.00
9	6-inch Horizontal Bend	\$864.00	EA	20	\$13,280.00	0	\$0.00	0	\$0.00
10	12-inch Vertical Bend	\$1,370.00	EA	12	\$16,440.00	0	\$0.00	0	\$0.00
11	8-inch or 6-inch Vertical Bend	\$948.00	EA	18	\$15,184.00	0	\$0.00	0	\$0.00
12	12-inch Tee	\$2,300.00	EA	3	\$6,900.00	0	\$0.00	1	\$2,300.00
13	12-inch x 8-inch Tee	\$1,970.00	EA	2	\$3,940.00	0	\$0.00	0	\$0.00
14	12-inch x 6-inch Tee	\$1,810.00	EA	13	\$23,530.00	5	\$9,050.00	8	\$10,880.00
15	12-inch Water Line Lowering	\$6,870.00	EA	3	\$20,610.00	0	\$0.00	0	\$0.00
16	8-inch or 6-inch Water Line Lowering	\$3,540.00	EA	4	\$14,160.00	0	\$0.00	0	\$0.00
17	12-inch Connection to Existing WL	\$4,880.00	EA	3	\$14,640.00	0	\$0.00	1	\$4,880.00
18	8-inch or 6-inch Connection to Existing WL	\$4,240.00	EA	14	\$59,360.00	6	\$25,440.00	6	\$25,440.00
19	Fire Hydrant Assembly	\$10,500.00	EA	11	\$115,500.00	4	\$42,000.00	4	\$42,000.00
20	Relocate Existing Fire Hydrant	\$6,340.00	EA	2	\$12,680.00	0	\$0.00	0	\$0.00
21	3/4-inch Water Service and Meter Pit	\$2,830.00	EA	15	\$39,450.00	0	\$0.00	0	\$0.00
22	Abandon Existing Water Line	\$22,100.00	LS	1	\$22,100.00	0	\$0.00	0	\$0.00
23	Asphalt Pavement Remove and Replace (4")	\$89.30	SY	3,845	\$266,458.50	700	\$49,510.00	700	\$49,510.00
24	Asphalt Pavement Remove and Replace (exist + 4")	\$84.10	SY	200	\$16,820.00	0	\$0.00	0	\$0.00
25	Erosion and Sediment Control Measures	\$6,740.00	LS	1	\$6,740.00	0.25	\$1,685.00	0.50	\$3,370.00
26	Traffic Control	\$88,900.00	LS	1	\$88,900.00	0.25	\$16,725.00	0.50	\$33,450.00

PROJECT: Quincy Water Line Replacement Phase 2
 JOB #: 1746094700

PERIOD COVERED BY THIS ESTIMATE
 FROM: 5/1/2022 TO: 5/31/2022
 ESTIMATE NUMBER 2

ITEM NUMBER	DESCRIPTION	UNIT PRICE	UNIT	QUANTITY	AMOUNT	TOTAL THIS PERIOD		TOTAL TO DATE	
						QUANTITY	AMOUNT	QUANTITY	AMOUNT
27	Mobilization	\$44,400.00	LS	1	\$44,400.00	0.25	\$11,100.00	0.50	\$22,200.00
28	Construction Surveying	\$20,100.00	LS	1	\$20,100.00	0.25	\$5,025.00	0.50	\$10,050.00
29	Geotechnical Testing	\$16,200.00	LS	1	\$16,200.00	0.25	\$4,050.00	0.50	\$8,100.00
1A	Controlled Low Strength Material (flow fill)	\$198.00	CY	100	\$19,800.00	0	\$0.00	0	\$0.00
2A	Concrete Curb & Gutter R/R	\$99.30	LF	100	\$9,930.00	0	\$0.00	0	\$0.00
3A	Concrete Sidewalk R/R	\$82.00	LF	100	\$8,200.00	0	\$0.00	0	\$0.00
4A	Potholing Underside of Utilities	\$581.00	EA	8	\$4,488.00	0	\$0.00	0	\$0.00

CONTRACT CHANGES
 CO #1 Change Order No. 1
 CO #2 Change Order No. 2

	SUBTOTAL PAGE 1	SUBTOTAL PAGE 2	SUBTOTAL PAGE 3	TOTAL
	\$1,573,856.50	\$80,700.00		\$1,654,556.50
				\$370,177.00
				\$472,954.00

CONTRACTOR'S CERTIFICATION:
 I CERTIFY THAT THE WORK COVERED BY THIS ESTIMATE HAS BEEN COMPLETED IN ACCORDANCE WITH THE CONTRACT TERMS.
 SIGNATURE: *[Signature]* TITLE: *Project Manager* DATE: *6/21/22*

KENNEDY/JENKINS CONSULTANTS ENGINEERS STATEMENT:
 I HAVE CHECKED THE QUANTITIES COVERED BY THIS ESTIMATE AND, TO THE BEST OF MY KNOWLEDGE, THE WORK WAS ACTUALLY PERFORMED, THE QUANTITIES ARE CORRECT, AND THE AMOUNTS ARE CONSISTENT WITH THE REQUIREMENTS OF THE CONTRACT.

SIGNATURE: *[Signature]* TITLE: *Project Manager* DATE: *6/22/2022*

OWNER'S ACCEPTANCE:
 SIGNATURE: _____ TITLE: _____ DATE: _____

	CONTRACT TOTAL	THIS PERIOD	TOTAL TO DATE
A. PREVIOUS RETAINED EARNINGS	\$1,654,556.50	\$370,177.00	\$472,954.00
B. PREVIOUS PAYMENTS		\$5,138.85	\$40,360.00
C. PREVIOUS EARNINGS (A+B)		\$97,698.15	\$102,777.00
D. EARNINGS THIS PERIOD (TOTAL TO DATE MINUS C)			\$370,177.00
E. LESS RETAINED EARNINGS - (Retainage 5%)			\$18,508.85
F. AMOUNT DUE CONTRACTOR RECAPITULATION			\$351,868.15
TOTAL RETAINED EARNINGS (A+E)		\$23,647.70	\$448,398.80
TOTAL PAID (B+F)			\$448,398.80

Release of Retainage Date: _____

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 2200602

To Owner: Lakehurst Water & Sanitat. Project: 22006-Lakehurst Quincy Waterline Ph 2 Application No.: 2

7995 W Quincy Ave

Littleton, CO 80123

Distribution to:
 Owner
 Engineer/Architect
 Contractor

From Contractor: Brannan Construction Comp&la Architect

2500 E Brannan Way

Denver, CO 80229

Project Nos:

Period To: 5/31/2022

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet is attached.

1. Original Contract Sum \$1,654,356.50
2. Net Change By Change Order \$0.00
3. Contract Sum To Date \$1,654,356.50
4. Total Completed and Stored To Date \$472,954.00
5. Retainage :
 - a. 5.00% of Completed Work \$23,647.70
 - b. 0.00% of Stored Material \$0.00
 Total Retainage \$23,647.70
6. Total Earned Less Retainage \$449,306.30
7. Less Previous Certificates For Payments \$97,638.15
8. Current Payment Due \$351,668.15
9. Balance To Finish, Plus Retainage \$1,205,050.20

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Brannan Construction Company

By: *[Signature]* Date: *June 1, 2022*

State of *Colorado* County of: *Adams*
 Subscribed and sworn to before me this *1st* day of *June 2022*
 Notary Public: *[Signature]*
 My Commission Expires: *7/24/25*

ENGINEER/ARCHITECT'S CERTIFICATE FOR PAYMENT
 In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Engineer/Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

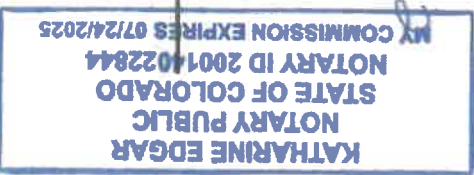
AMOUNT CERTIFIED \$ 351,668.15

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ENGINEER/ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CHANGE ORDER SUMMARY		Additions	Deductions
Total changes approved in previous months by Owner		\$0.00	\$0.00
Total Approved this Month		\$0.00	\$0.00
TOTALS		\$0.00	\$0.00
Net Changes By Change Order		\$0.00	

Progress Bill

From: Brannan Construction Company
 2500 E Brannan Way
 Denver, CO 80229

Invoice: 2200602
Date: 05/30/22

To: Lakehurst Water & Sanitat
 7995 W Quincy Ave
 Littleton, CO 80123

Application #: 2
Invoice Due Date: 06/29/22
Payment Terms: Net 30 Days

Contract: 22006- Lakehurst Quincy Waterline Ph 2

Item	Description	Contract Amount	Contract Quantity	UM	Quantity JTD	Unit Price	Materials On-Site	Completed		Amount Previous	Quantity This Period	Amount This Period
								And Stored To Date	%			
5	12" WATER LINE DR 14 PVC	683,588.00	4,952,000	LF	1,346,000	134,000.00	0.00	207,164.00	31.22%	49,982.00	1,173,000	157,182.00
10	8" WATER LINE DR 14 PVC	11,880.00	135,000	LF	0.000	88,000.00	0.00	0.00	0.00%	0.00	0.000	0.00
15	8" WATER LINE DR 14 PVC	57,204.00	681,000	LF	175,000	84,000.00	0.00	14,700.00	25.70%	0.00	175,000	14,700.00
20	12" GATE VALVE	72,180.00	18,000	EA	8,000	4,010,000.00	0.00	32,080.00	44.44%	0.00	7,000	28,070.00
25	8" GATE VALVE	4,880.00	2,000	EA	0,000	2,340,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
30	6" GATE VALVE	18,800.00	10,000	EA	4,000	1,860,000.00	0.00	8,640.00	40.00%	0.00	4,000	6,840.00
35	12" Horizontal Bend	9,880.00	8,000	EA	1,000	1,210,000.00	0.00	1,210.00	12.50%	0.00	0,000	0.00
40	8" Horizontal Bend	3,172.00	4,000	EA	0,000	793,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
45	6" Horizontal Bend	13,280.00	20,000	EA	0,000	664,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
50	12" Vertical Bend	16,440.00	12,000	EA	0,000	1,370,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
55	8" Or 6" Vertical Bend	15,184.00	18,000	EA	0,000	948,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
60	12" Tee	6,900.00	3,000	EA	1,000	2,300,000.00	0.00	2,300.00	33.33%	0.00	0,000	0.00
65	12" x 8" Tee	3,940.00	2,000	EA	0,000	1,970,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
70	12" x 8" Tee	23,530.00	13,000	EA	8,000	1,810,000.00	0.00	10,860.00	46.15%	0.00	5,000	9,050.00
75	12" Water Line Lowering	20,610.00	3,000	EA	0,000	6,870,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
80	8" or 6" Waterline Lowering	14,160.00	4,000	EA	0,000	3,540,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
85	12" Connection To Existing Water Line	14,640.00	3,000	EA	1,000	4,880,000.00	0.00	4,880.00	33.33%	4,880.00	0,000	0.00
90	8" or 6" Connection To Existing Water Line	59,360.00	14,000	EA	6,000	4,240,000.00	0.00	25,440.00	42.88%	0.00	6,000	25,440.00
95	Fire Hydrant Assembly	115,500.00	11,000	EA	4,000	10,500,000.00	0.00	42,000.00	38.38%	0.00	4,000	42,000.00
100	Relocate Existing Fire Hydrant	12,880.00	2,000	EA	0,000	6,340,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
105	3/4" Water Service And Meter Pit	39,450.00	15,000	EA	0,000	2,630,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
110	Abandon Existing Water Line	22,100.00	1,000	EA	0,000	22,100,000.00	0.00	0.00	0.00%	0.00	0,000	0.00
115	Asphalt Removal And Replace 4" Thickness	288,458.50	3,845,000	SY	700,000	89,300.00	0.00	48,510.00	18.21%	0.00	700,000	48,510.00
118	Asphalt Remove And Replace Existing Plus 1"	16,820.00	200,000	SY	0,000	84,100.00	0.00	0.00	0.00%	0.00	0,000	0.00

Progress Bill

From: Brannan Construction Company
 2500 E Brannan Way
 Denver, CO 80229

Invoice: 2200602
Date: 05/30/22

To: Lakehurst Water & Sanitat
 7995 W Quincy Ave
 Littleton, CO 80123

Application #: 2

Invoice Due Date: 06/29/22

Payment Terms: Net 30 Days

Contract: 22006- Lakehurst Quincy Waterline Ph 2

Item	Description	Contract Amount	Contract Quantity	UM	Quantity JTD	Unit Price	Materials On-Site	Total		Amount Previous	Quantity This Period	Amount This Period
								Completed And Stored To Date	%			
120	Erosion and Sediment Control	6,740.00	1,000	EA	0.500	6,740.000000	0.00	3,370.00	50.00%	1,885.00	0.250	1,885.00
125	Traffic Control	88,900.00	1,000	EA	0.500	88,900.000000	0.00	33,450.00	50.00%	18,725.00	0.250	18,725.00
130	Mobilization	44,400.00	1,000	EA	0.500	44,400.000000	0.00	22,200.00	50.00%	11,100.00	0.250	11,100.00
135	Survey	20,100.00	1,000	EA	0.500	20,100.000000	0.00	10,050.00	50.00%	5,025.00	0.250	5,025.00
140	Geotechnical Testing	18,200.00	1,000	EA	0.500	18,200.000000	0.00	8,100.00	50.00%	4,050.00	0.250	4,050.00

Total Billed To Date:	472,864.00
Less Retainage:	23,847.70
Less Previous Applications:	97,838.15
Total Due This Invoice:	351,888.15

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Approve Change Order #1 Quincy Water Line Replacement
Phase 2

AGENDA: Action Item 2

PRESENTED BY: Engineer

BACKGROUND: Engineer

SUGGESTED ACTION: Board Action

CHANGE ORDER NO. 1

DATE : June 2, 2022

PROJECT : Quincy Water Line Replacement Phase 2

OWNER : Lakehurst Water and Sanitation District

CONTRACTOR: Brannan Construction Company

JOB NUMBER: 1746094*00

PURPOSE : The purpose of Change Order No. 1 is to modify the Contract to add payment and time for materials, labor, and equipment outside of the original scope of work.

DESCRIPTION: **A. Construction Staking for Re-Alignment**
 Because of traffic control restraints, the water line had to be re-aligned from station 28+00 to station 40+52. The contractor's surveyor had already set stakes for this section, so they had to be re-set. A 5% markup was added per the contract documents. The amount of this item is \$2,383.50. Refer to the attached backup information. This item did not add any time to the construction schedule.

Total Item A	\$ 2,383.50
TOTAL CHANGE ORDER NO. 1	\$ 2,383.50

SUMMARY:

ORIGINAL CONTRACT AMOUNT	\$ 1,654,356.50
CHANGE ORDER NO. 1	\$ 2,383.50
NEW CONTRACT AMOUNT	\$ 1,656,740.00

KENNEDY/JENKS CONSULTANTS,

PREPARED BY: *Lisa Schwien* 6-2-22
 Lisa Schwien, P.E., Project Engineer Date

APPROVED BY: Lorie Cowles 6-2-22
 Brannan Construction Company Date

APPROVED BY: _____ Date
 Owner, Lakehurst Water and Sanitation District

Digitally signed by Lorie Cowles
 DN: cn=Lorie Cowles, o=, email=loriecowles@brannan1.com, c=US
 Date: 2022.06.02 15:46:27 -0500



BRANNAN CONSTRUCTION COMPANY

Change Order ~~3~~ 1

Brannan Construction Company 2500 E Brannan Way Denver, CO 80229 303-273-9382 303-273-9354	Brannan Job Number: 22006 Change Order Number: 3 1 Change Order Date: _____ Contract Number: _____ Date: 6/1/2022	Initiated By: Contractor <input checked="" type="checkbox"/> Owner <input checked="" type="checkbox"/> Serial # 700900
--	--	---

Owner: Lakehurst Water and Sanitation Dist.	Project: Quincy Waterline
_____	Location: _____
_____	_____

Description of Change Order:

This COR covers the additional cost of survey due to the realignment of the water line due to existing utilities. After the original survey was laid out and put in place on the project it was discovered that there was a conflict with existing onsite utilities. This triggered the engineering of a new alignment. This CO covers the cost for the surveyor and Brannan.

CHANGE ORDER DETAIL

BCC Item	Description	Quantity	Unit of Measure	Unit Price	Extended Price
001	Additional Survey Cost - Realignment	1.00	EA	\$ 2,383.50	\$ 2,383.50
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ 2,383.50

Original Contract Price	\$	-
Net Total of Previous Change Orders	\$	-
Total Contract Price Prior to this Change Order	\$	-
Change Order Amount	\$	2,383.50
Net Contract Price including Change Orders	\$	2,383.50
Original Contract Price will (Increase) (Decrease) with this Change Order		
Estimated Time of Completion for Change Order		0
Estimated Impact on Schedule for Completion of Change Order		0

NOT VALID UNTIL SIGNED BY OWNER & CONTRACTOR

General Contractor Brannan Construction Company 2500 E Brannan Way Denver, CO 80229 303-853-5120 Digitally signed by Luke Lopez DN: C=US, E=llopez@brannan1.com, O="Brannan Construction Company", CN=Luke Lopez Date: 2022.06.01 11:20:06-06'00 Luke Lopez Name: Luke Lopez Title: Project Manager Date: 6/1/2022	Owner Name: _____ Title: _____ Date: _____	Note: Above work is to be performed as governed by and incorporating all the terms and conditions of the original Contract between Owner and Contractor unless otherwise noted on this Change Order form.
---	--	---

PROJECT: 22005
 LOCATION: WL Alignment Redesign
 SUPERVISOR: _____

DATE: 5/23/2022
 W.O.#
 Phase #
 Change Order# ~~3~~ 1

EQUIPMENT DESCRIPTION	F.A. HRS.	F.A. RATE	TOTAL
Ford F-450/Runner Truck		\$ 60.00	\$ -
Wheel Loader		\$ 100.00	
Excavator		\$ 200.00	\$ -
Crew Tool Package		\$ 42.00	\$ -
Ford F-250		\$ 42.00	\$ -
Skidsteer			\$ -
Water Truck			\$ -
Trench Boxes			\$ -
			\$ -
			\$ -
SUBTOTAL			\$ -

LABOR NAME	CLASS	O.T. HOURS		TOTAL
		REG HOURS	REG RATE	
	Superintendent	3.00	\$ 150.00	\$ -
			\$ 100.00	\$ 300.00
	Foreman		\$ 103.50	\$ -
			\$ 69.00	\$ -
	Operator		\$ 97.50	\$ -
			\$ 65.00	\$ -
	Operator		\$ 97.50	\$ -
			\$ 65.00	\$ -
	Pipelayer		\$ 78.00	\$ -
			\$ 52.00	\$ -
	Laborer		\$ 72.00	\$ -
			\$ 48.00	\$ -
	Project Mgr.	1.00	\$ 150.00	\$ -
			\$ 100.00	\$ 100.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
SUBTOTAL				\$ 400.00

MATERIALS	QUANTITY	UNIT	PRICE	TOTALS
				\$ -
				\$ -
				\$ -
				\$ -
SUBTOTAL				\$ -

SUBCONTRACTORS	QUANTITY	UNIT	PRICE	TOTAL
Ascent Survey	1.00	LS	\$ 1,870.00	\$ 1,870.00
				\$ -
				\$ -
				\$ -
SUBTOTAL				\$ 1,870.00

BILLING SUMMARY:

	COST	MU%	BILLING
LABOR	\$ 400.00	5%	\$ 420.00
MATERIAL	\$ -	10%	\$ -
EQUIPMENT	\$ -	10%	\$ -
SUBS	\$ 1,870.00	5%	\$ 1,963.50

DESCRIPTION OF WORK PERFORMED:

TOTAL BILLING

\$ 2,383.50

See Cover Sheet

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Approve Reinvestment of Maturing T-note with Wells
 Fargo

AGENDA: Action Item 3

PRESENTED BY: Manager

BACKGROUND: Manager

SUGGESTED ACTION: Board Action

Fixed Income Sales

Treasury Notes

Offer Sheet June 15, 2022

Prepared By: Katiana Siatras



Qty (000)	Cusip	Sec Type	Rating / FDIC #	Term	Issue	Coupon	Maturity	Price	YTW	YTM	APY	Settlement	Frequency
2,000	912796XS3	Treass	-/-	1Yr	T BILL	0.000%	06/15/2023	\$97.169	2.799%	2.900%	N/A	06/16/2022	Maturity
2,000	9128284U1	Treass	Aaa/-	5Yr	T NOTE	2.625%	06/30/2023	\$99.690	2.930%	2.930%	N/A	06/16/2022	Semiannual
2,000	91282CDDR9	Treass	Aaa/-	2Yr	T NOTE	0.750%	12/31/2023	\$96.364	3.190%	3.190%	N/A	06/16/2022	Semiannual
2,000	9128286Z8	Treass	Aaa/-	5Yr	T NOTE	1.750%	06/30/2024	\$97.083	3.240%	3.240%	N/A	06/16/2022	Semiannual
2,000	912828YY0	Treass	-/-	5Yr	T NOTE	1.750%	12/31/2024	\$96.160	3.340%	3.340%	N/A	06/16/2022	Semiannual
2,000	912828ZW3	Treass	Aaa/-	5Yr	T NOTE	0.250%	06/30/2025	\$91.087	3.360%	3.360%	N/A	06/16/2022	Semiannual
2,000	91282CBC4	Treass	Aaa/-	5Yr	T NOTE	0.375%	12/31/2025	\$89.901	3.430%	3.430%	N/A	06/16/2022	Semiannual
2,000	91282CCJ8	Treass	Aaa/-	5Yr	T NOTE	0.875%	06/30/2026	\$90.405	3.440%	3.440%	N/A	06/16/2022	Semiannual
2,000	91282CDQ1	Treass	Aaa/-	5Yr	T NOTE	1.250%	12/31/2026	\$90.909	3.430%	3.430%	N/A	06/16/2022	Semiannual
2,000	912828ZV5	Treass	Aaa/-	7Yr	T NOTE	0.500%	06/30/2027	\$86.590	3.420%	3.420%	N/A	06/16/2022	Semiannual

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Contact your investment representative, attorney, accountant or tax advisor with regard to your specific situation.

Fixed Income Sales

Treasury Notes

Offer Sheet June 15, 2022

Prepared By: Katiana Siatras



Offer Sheet Summary	
Total Principal	\$18,707,139.53
Total Accrued Interest	\$93,418.51
Total Investment	\$18,800,558.04
Next 12mo Cpn Cash Flow	\$202,500.00
Maturity Value	\$20,000,000.00
Average Coupon	1.013%
Average Maturity	2.78 yr(s)
Average Price	\$93.536
Average Current Yield	1.064%
Average Yield to Maturity	3.261%
Average Yield to Worst	3.251%
Average Duration	2.69

Redemption Schedule			
2023	\$ 6,000,000.00	2024	\$ 4,000,000.00
2025	\$ 4,000,000.00	2026	\$ 4,000,000.00
2027	\$ 2,000,000.00		
Total	\$ 20,000,000.00		

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Contact your investment representative, attorney, accountant or tax advisor with regard to your specific situation.

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Kennedy/Jenks Memo to the Board of Directors
AGENDA: Report 1
PRESENTED BY: Engineer
BACKGROUND: Report to follow

SUGGESTED ACTIONS: Board Discussion

June 16, 2022

Memorandum

To: Board of Directors
Lakehurst Water and Sanitation District

From: Greg S. Sekera, P.E.
Kennedy/Jenks Consultants

Subject: Engineering Memorandum for Board of Directors
Meeting on June 20, 2022
K/J #2246011*00

Briefly presented below are the items that Kennedy/Jenks has been involved in during the past month:

1. Quincy Water Line Replacement, Phase 2 – Brannan has completed all of Segment 1 which consists of 1,600 feet of pipe from S. Arbutus Way to S. Yank Street. And as of June 15, they have completed 1,100 feet of Segment 2 from S. Youngfield Street to S. Wright Way. Construction is proceeding without any major issues or stoppages. Jefferson County has provided traffic control and has continued to be very supportive of the project and the contractor. Pay Estimate No. 2 for work completed in May through May 31 is included in the packet for approval and payment in the amount of \$351,668.15. Also included in the packet is Change Order No. 1 in the amount of \$2,383.50 for additional construction survey staking. The request is related to the shift in the alignment of the 12-inch water line further to the south in the east bound lane to allow for the west bound lane to remain open for traffic. We will review the pay application and the change order with the Board at the meeting.

On June 16 Jefferson County held a meeting to report on the status of the existing Xcel high voltage electric line that is to be relocated in Segment 3. The existing line parallels our proposed water line alignment for approximately 1,000 feet between Quinn and Swadley. The relocation of the electric line was to be completed by now by Xcel but it has not. This could cause a delay for Brannan when they reach this segment of the project. The County is coordinating with Xcel and attempting to confirm the exact location of the existing line to not have conflicts and possible delays for Brannan. We are monitoring the situation and will provide an update at the meeting.

2. Pierce Street Outfall Rehabilitation – The pipe rehabilitation project consists of 4,900 feet of 8 and 10-inch pipe and 29 manholes. We have initiated the design of the project including the field and video reviews of the pipes and manholes. We will complete the design this month and plan to bid the project in July and August. Our intent is for construction to be completed by the end of the year. However, we have heard that the main CIPP contractors are unable to add new projects for the remaining of the year.
3. Pinehurst Terrace Townhomes on S. Teller St. – No update for this past month. Construction of the sanitary sewer and water mains is complete. Punch walk will be performed following completion of curb and gutter and street paving.

Memorandum

Lakehurst Water and Sanitation District

June 16, 2022

Page 2 of 3



4. Raising Canes at 5060 S. Wadsworth – Construction of the sanitary sewer service and water mains is complete. Record drawings have been received and we will be recommending acceptance of the project for start of the probationary period this month.
5. Highpoint Storage – Construction of the water and sewer mains began on May 23. They are approximately 20% complete. As part of the water line construction in S. Eldridge Street a section of the District's 8-inch water line was determined by us and the District that it needed to be removed. This section of pipe was not part of the approved plans and scope of work for the contractor. The Developer has requested a partial reimbursement of the costs to remove the pipe by the District. We have reviewed the reimbursement request and responded that the District would be willing to reimburse a portion of the total request. We have identified the items attributable to Lakehurst in the amount of \$3,261.00. The total request was for \$8,326.00. We are waiting for a response from the Developer if he agrees with our contribution amount.
6. FCI New Connections – There has been no activity this past month. We believe the engineer for FCI is addressing Denver Water's most recent comments in some fashion. We have requested that any major revisions to the current design needs to be reviewed by the District before any agreement with Denver Water.
7. Starbucks in Progress Business Park – Utility work has begun and remains active. The sewer service is complete and the water service and fire hydrant addition are in progress.
8. Foothills Golf Course Clubhouse Renovation – The first submittal of the design plans was received on May 23 for review by the District. We completed our review and returned comments on June 15.
9. Oxygen Plus Fire Line – New tenant at 6950 W. Jefferson Avenue completed construction of their new fire line to the building. Punchlist work and record drawings have been completed. Since the fire line is private no conveyance and acceptance process is being required.
10. New Developer Projects – The following is a summary of our involvement with prospective developer projects during the past month.
 - Development Referrals – The following referrals were received the past month and are being reviewed.
 - a. *7050 W. Hampden Avenue (Residence Inn)* – Received referral from City of Lakewood for rezoning the existing hotel to individual housing units (multi-family for rent). It is unclear if the existing hotel building is to remain and will be modified or if it is total redevelopment of the site. Comments are due June 24.
 - Prospective Developments – Information and referrals were previously reviewed for the following prospective developments. There has been no new activity to report.

Memorandum

Lakehurst Water and Sanitation District
June 16, 2022
Page 3 of 3



- a. *Colorado Academy Slater Field* – School is planning next phases of the Slater Field property between Pierce and Teller streets to add another sports field and new gym building.
- b. *Auto Wash at Quincy and Eldridge* – Rezoning to allow a car wash and drive through coffee stand on two-acre lot at southwest corner of Quincy and Eldridge is under review by Jeff Co.

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: District Manager Report to the Board of Directors

AGENDA: Report 2

PRESENTED BY: Manager

BACKGROUND: Report to follow.

SUGGESTED ACTION: Board Discussion

Manager's Information Report



Lakehurst Water and Sanitation District Board of Directors Meeting June 20, 2022

Investment Activities/Financial Matters

April 2022: No Updates at this time.

May 2022: A Treasury note for \$1,100,000 will mature on June 30, 2022. Interest rate on this note was .125%. I will have current interest rates at the next meeting. Re-investment direction can be made at the June 20th meeting.

June 2022: Decision on reinvesting the T-note mentioned above.

Employee Issues:

April 2022: No Updates at this time.

May 2022: Discussion with Board on employee health condition and return to work status.

June 2022: No Updates at this time

Customer Issues:

April 2022: Shut-off day is April 20th, I will update the table next month.

May 2022: Shut-off day is May 18th, I will update the table next month.

June 2022: Shut-off was June 15th, table has been updated.

Month	60 days + Past Due Accts.
January	23
February	24
March	32
April	28
May	20
June	27
July	
August	
September	
October	
November	
December	

Maintenance & Operational Issues:

April 2022: Updated table with completed numbers

May 2022: Updated table with completed numbers

June 2022: Updated table with completed numbers

Facility	Completed	Percent of Total Scheduled
Water Valves	59 of 750	8%
Blow-Offs	188 of 188	100%
Fire Hydrants	0 of 731	
Hydrant Painting		
Grease/Sand Interceptors		

Water Distribution and Transmission System:

April 2022: A water main break was called in on Sunday, April 3rd located in the parking lot of Marston Park Shops at 5066 S. Wadsworth. The on-call employee was able to isolate the leak putting no one out of water and schedule repairs for Monday. C&L was notified to make repairs on an 8"x 12" ductile iron pipe (DIP) tee that had a gasket blow out. C&L installed a new 8"x 12" T and new gate valve to complete the repair.

May 2022: No Updates at this time.

June 2022: C&L repaired a couple of leaking valves due to packing leaks. Both valves were located in the Friendly Hills subdivision. Excavated and repaired with new packing bolts and wrapped.

5/26/22 – C&L repaired a break on an 8-inch water main at 4226 S. Eldridge St. Large hole in pipe causing excessive damage to a wide area of the asphalt roadway. Repaired with 8x15 repair clamp.

Sewer Collection System:

April 2022: DES has been working on our 2022 TV and cleaning schedule for a few weeks and have completed about half the schedule. No issues have been noted at this time.

May 2022: R.H Borden has completed the sewer line assessment (SL-Rat) program on our PVC pipe for the year. A total of 128,000 feet was assessed. I will present the results at the meeting.

June 2022: DES has completed the 2022 scheduled TV inspection and preventative cleaning.

Administration:

April 2022: No Updates at this time.

May 2022: We have initiated the increase of charges to the title transfer fees and have updated the website with the increased fees accordingly.

June 2022: The audit has been completed and will be presented to the Board at its' July meeting. I am still waiting to get the sewer charges/flow report from Willowbrook to verify charges for 2022 and estimates for 2023.

Denver Water Issues:

April 2022: No Updates at this time.

May 2022: No Updates at this time.

June 2022: Denver Water provided us and all distributors with a letter (attached) to be sent out to all our customers regarding a water quality violation in accordance with CDPHE requirements for a tier II violation under the state drinking water regulations. These violations occurred in Denver and not in any distributor area. See letter for more detailed information.

Metro Water Recovery (formally Metro Wastewater) Issues:

April 2022: No Updates at this time.

May 2022: No Updates at this time.

June 2022: No Updates at this time.

District Facilities/Project Status:

April 2022: No Updates at this time.

May 2022: Quincy Road water line project is moving along very well. No major issues at this time to discuss.

June 2022: The developer for Highpoint Storage has requested a cost share for some extra work performed during the water tie-in on S. Eldridge St. Greg will be discussing this request in detail at the meeting.

DRC has started the CIPP point repair projects scheduled for 2022 in various locations throughout the district.

Technical Advisory Committee – TAC

April 2022: No Updates at this time. No meetings have been scheduled.

May 2022: No Updates at this time. No meetings have been scheduled.

June 2022: No Updates at this time. No meetings have been scheduled.

Miscellaneous Items of Interest:

April 2022: No Updates at this time.

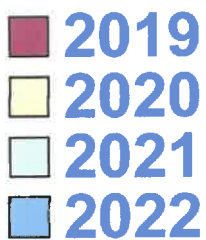
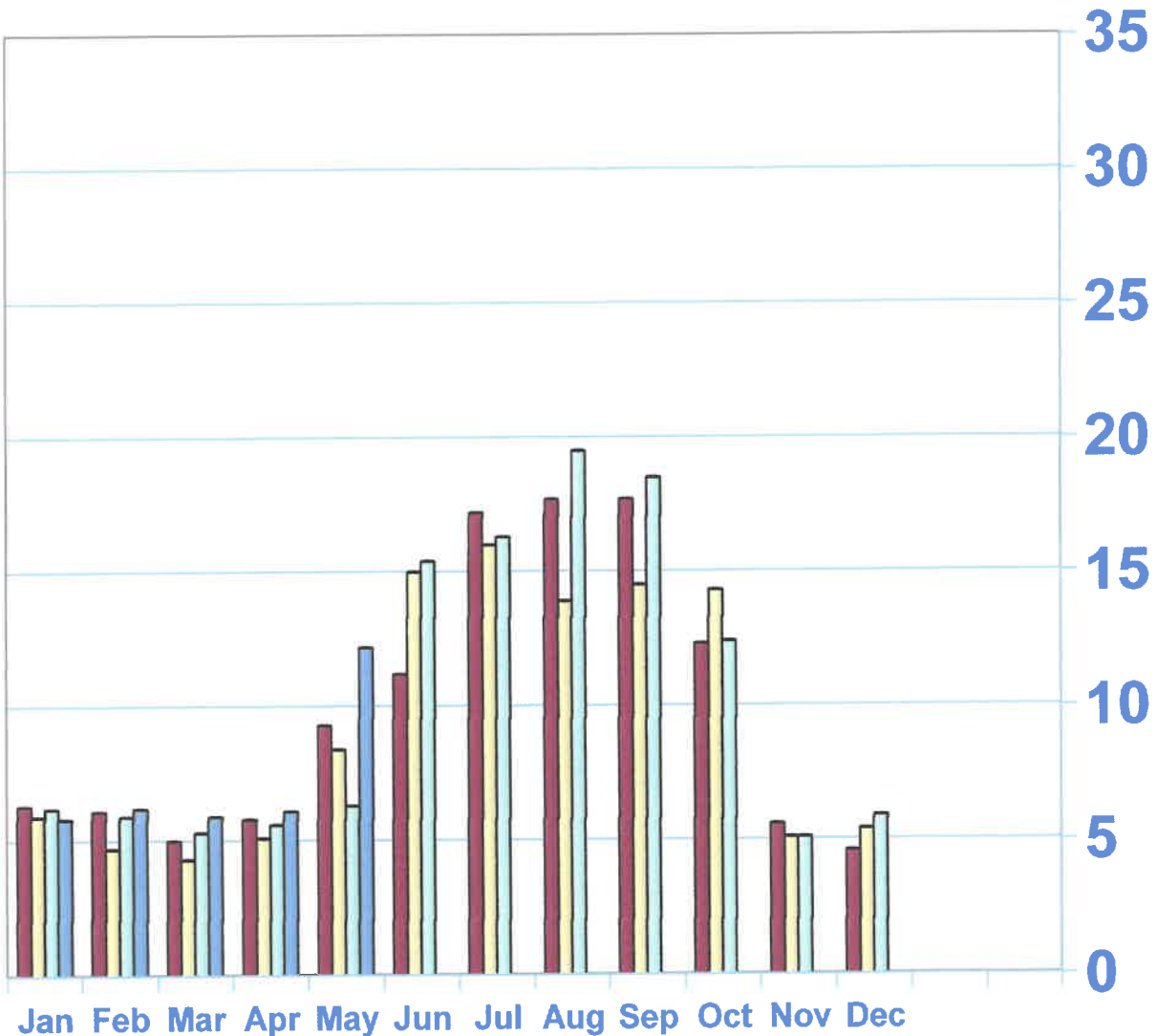
May 2022: No Updates at this time.

June 2022: Our new billing system, Continental Utility Solutions Inc. (CUSI) notified me at the end of May that the quote provided to us for cloud hosting was based on an application that no longer exists and therefore costs to host our billing data were going to increase from \$4,600 to \$10,728 annually. Obviously I expressed my concern with this unannounced increase and told them that we may have to cancel the signed agreement. After further “negotiations”, CUSI has agreed to honor the quoted cost to host our billing data as stated in the contract for one year. More discussion on this at the meeting.

LAKEHURST WATER AND SANITATION DISTRICT
 AVERAGE MONTHLY WATER PURCHASE 2019-2022
 GALLONS PER SFE PER MONTH

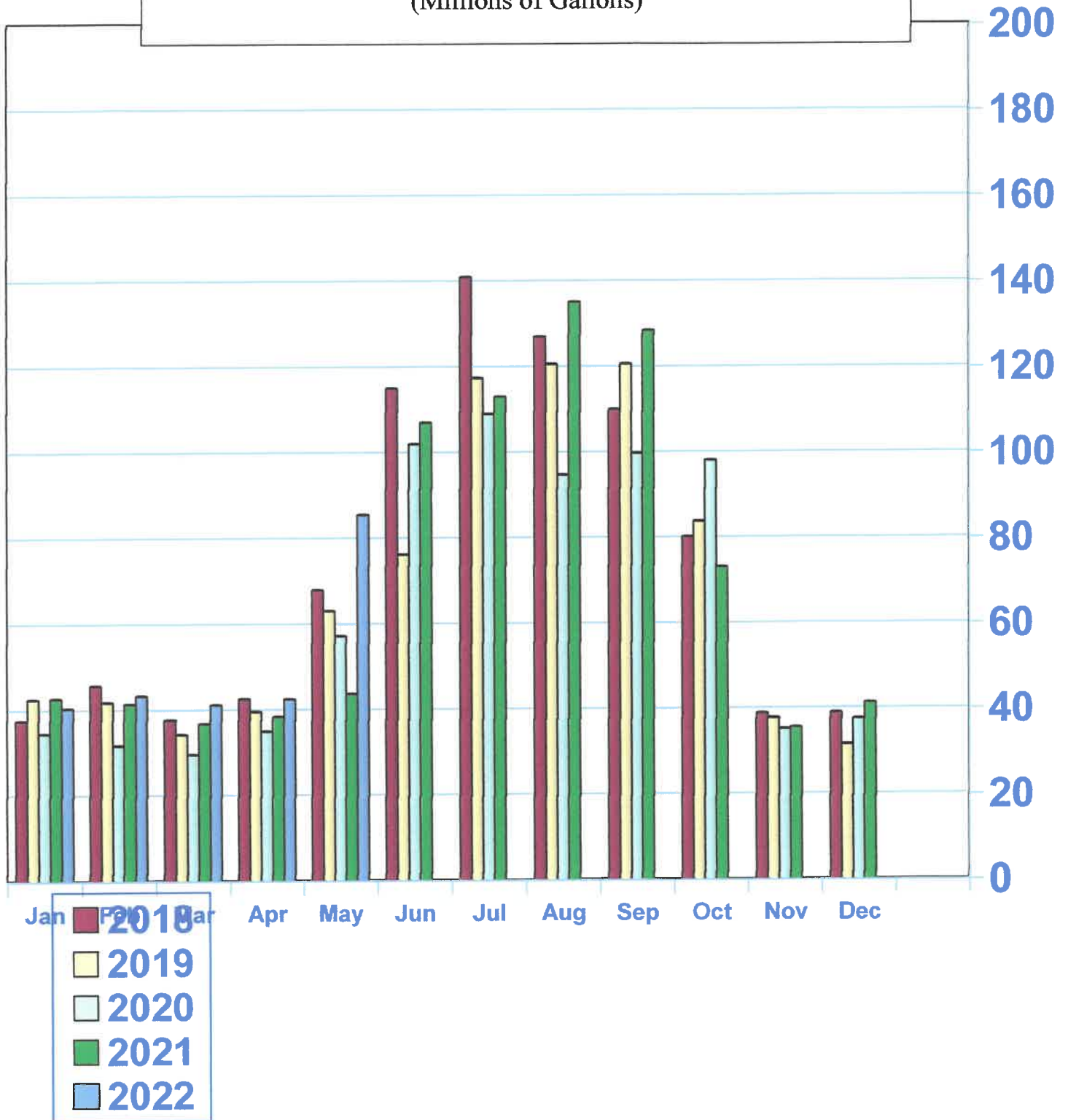
(Thousands of Gallons)

May 2022, 12,205gal (.037af)/SFE/Month or 394gal/SFE/Day



LAKEHURST WATER AND SANITATION DISTRICT

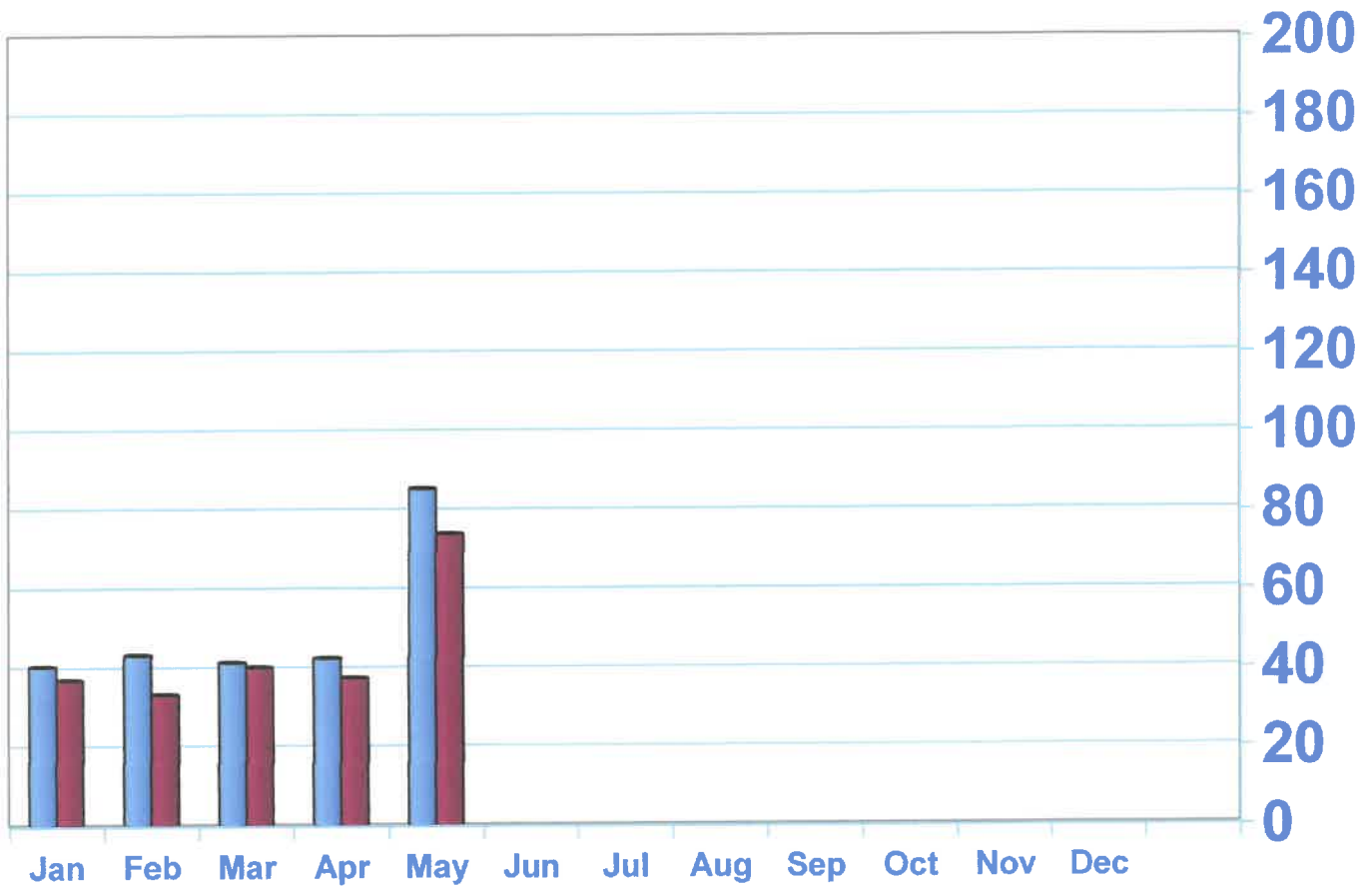
MONTHLY WATER PURCHASE 2018-2022 (Millions of Gallons)



**MONTHLY WATER PURCHASES COMPARED
TO MONTHLY WATER SOLD**

2022

(Millions of Gallons)



 **2022 Purchased**

 **2022 Sold**



1600 West 12th Ave
Denver, CO 80204-3412
303-893-2444

Water Quality Violation IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

You are receiving this notice because you are a customer of a Master Meter distributor of Denver Water. This unique relationship allows Denver Water to deliver its water to your district at a master meter, and your district is responsible for the operation, maintenance, billing and customer service related to the water distribution system. Denver Water is responsible for monitoring water quality and reporting to the Colorado Department of Public Health and Environment. Your district and Denver Water work as partners to provide you with the highest quality water possible.

Our water system recently received two violations under the state drinking water regulations. One violation was for six failed backflow test assemblies that were not quickly addressed. The other violation was for six cross-connections that required backflow protection. There is no evidence that the water you drink was affected.

What should I do?

Although this situation is not an emergency, as our customers you have a right to know what happened, and what we are doing to correct this situation. There is nothing you need to do. We do not have any evidence that your drinking water was impacted. All of the devices have been repaired and tested. All of the connections are now controlled. If you have specific health concerns, please contact your health care provider.

What happened?

On April 26, 2022, and May 5, 2022, Denver Water notified the state health department that in 2020 and 2021, six backflow assemblies with failed tests and six connections without proper protection were not repaired or protected within the required timeframes. Maintaining and protecting these 12 connections is the responsibility of the property owners and they failed to provide proper documentation that these connections were protected. Under the state health department's regulations, Denver Water is required to ensure compliance with these devices.

Backflow prevention assemblies prevent contaminants from a property's irrigation or fire suppression lines and certain domestic lines from entering the public drinking water supply. There are more than 44,000 backflow prevention assemblies connected to Denver Water's distribution system. State regulations require property owners who have these connections to have their backflow prevention assemblies inspected and certified annually. Uncontrolled cross-connections can lead to a back pressure or siphonage event that may allow contaminants or disease-causing organisms to enter the drinking water, which can cause diarrhea, nausea, cramps and associated headaches.

For most properties, if the backflow prevention assembly is not meeting requirements, Denver Water will shut off water service to the property until the backflow prevention device is in compliance. However, the 12 connections that resulted in the violations are owned by "critical customers," a category that includes schools, public housing facilities, hospitals and local government offices.

Denver Water makes every effort to avoid shutting off water to these important public service locations. The water quality violations resulted when the 12 connections were not protected within the required timelines and these property owners did not correct the issues.

How did this impact drinking water quality?

Denver Water constantly monitors water quality throughout the Denver metro area, and our records indicate that your drinking water was not impacted as a result of the 12 non-compliant connections.

What is being done to correct this situation?

Denver Water has notified the property owners that their failure to certify these backflow prevention assemblies and control the identified cross-connections triggered violations of Colorado's drinking water regulations. All of the devices are now working properly and the cross-connections have been controlled.

The utility is also revisiting its process with all critical customers to ensure this violation does not occur again in the future. In addition to the multiple notifications already provided to these customers, Denver Water will increase the frequency with which it reviews customer compliance data, offer cross-connection control services to non-compliant customers and initiate suspension of service for those customers that fail to comply prior to the 120-day regulatory deadline.

For more information about Denver Water's Backflow Prevention Program or these violations, visit denverwater.org/Backflow or contact Customer Care at 303-893-2444 from 7:30 a.m. to 5:30 p.m., Monday through Friday.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by: Denver Water — CO0116001
Date distributed: June 23, 2022

LAKEHURST
WATER AND SANITATION DISTRICT

June 20, 2022

SUBJECT: Attorney Briefs
AGENDA: Report 3
PRESENTED BY: Attorney
BACKGROUND: Attorney Will Discuss

SUGGESTED ACTION: Board Discussion

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Discuss Revised Employee Handbook (Redline)- Sent
under separate cover

AGENDA: Old Business 1

PRESENTED BY: Attorney, Manager

BACKGROUND: Attorney, Manager will discuss

SUGGESTED ACTION: Board Information

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Election of Officers

AGENDA: New Business 1

PRESENTED BY: Board Members

BACKGROUND: Board Members

SUGGESTED ACTION: Board Discussion

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Lawn Removal/Water Reduction Programs

AGENDA: New Business 2

PRESENTED BY: Manager

BACKGROUND: Manager Will Discuss

SUGGESTED ACTION: Board Discussion

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Financial Statement for the period ending May 2022

AGENDA: Financial Report 1

PRESENTED BY: Manager

BACKGROUND: I will respond to any questions the Board may have.

SUGGESTED ACTION: Board Ratification

LAKEHURST WATER AND SANITATION DISTRICT
GENERAL FUND
ONE MONTH ENDING May 31, 2022

UNAUDITED

42%

ACCOUNTS	Jan Thru April	May Revenues	Jan Thru May	2022 Budget	Percent Budget	Over/Under Budget
TAP AND DEVELOPMENT FEES:						
SEWER TAP FEES	4,000	0	4,000	(60,375)	6.63%	(56,375)
WATER TAP FEES	16,000	0	16,000	(120,000)	13.33%	(104,000)
WATER METER FEES	1,661	0	1,661	(18,000)	9.23%	(16,339)
INCLUSION FEES	0	0	0	(1,200)	0.00%	(1,200)
TOTAL TAP & DEV FEES	21,661	0	21,661	(199,575)	10.85%	(177,914)
OPERATING REVENUE:						
WATER SERVICE CHGS.	1,024,758	453,629	1,478,387	(5,099,552)	28.99%	(3,621,165)
SEWER SERVICE CHGS.	977,449	250,504	1,227,953	(3,091,742)	39.72%	(1,863,789)
SEWER SV.CHGS. OTHER	223,868	0	223,868	(552,856)	40.49%	(328,988)
TOTAL OPERATING REV	2,226,075	704,133	2,930,208	(8,744,150)	33.51%	(5,813,942)
OTHER REVENUE:						
INTEREST ON FUNDS	29,205	19,265	48,470	(20,000)	242.35%	28,470
SUSPENSION FEES	5,815	950	6,765	(10,000)	67.65%	(3,235)
ENGINEERING BACKCHARGES	25,209	22,203	47,412	(60,000)	79.02%	(12,588)
LEGAL BACKCHARGES	2,112	1,880	3,992	(15,000)	26.61%	(11,008)
CONSTRUCTION WATER METER	100	0	100	(3,000)	3.33%	(2,900)
TRANSFER FROM RESERVES	0	0	0	(1,837,663)	0.00%	(1,837,663)
MISC. REVENUE	12,137	4,761	16,898	(12,000)	140.82%	4,898
TOTAL OTHER REV	74,578	49,059	123,637	(1,957,663)	6.32%	(1,834,026)
TOTAL OPER & OTHER	2,322,314	753,192	3,075,506	(10,901,388)	28.21%	(7,825,882)

**STATEMENT OF EXPENDITURES
GENERAL FUND - ADMINISTRATION
ONE MONTH ENDING May 31, 2022**

UNAUDITED

42%

ACCOUNTS	Jan Thru April	May Expense	Jan Thru May	2022 Budget	Percent Budget	Over/Under Budget
SALARY AND WAGES	176,597	43,439	220,036	(529,609)	41.55%	(309,573)
UNEMPLOYMENT INC	667	0	667	(3,400)	19.62%	(2,733)
WORKMAN'S COMP. INS.	6,740	0	6,740	(7,500)	89.87%	(760)
HEALTH INSURANCE *	76,797	(1,235)	75,562	(188,000)	40.19%	(112,438)
457 PLAN	13,413	3,302	16,715	(40,000)	41.79%	(23,285)
401 EMPLOYEE MATCHING	12,478	3,099	15,577	(55,960)	27.84%	(40,383)
FICA	2,594	638	3,232	(8,000)	40.41%	(4,768)
BANK CHARGES	432	296	728	(2,500)	29.12%	(1,772)
DIRECTOR'S FEES	1,900	500	2,400	(7,000)	34.29%	(4,600)
MILEAGE	0	0	0	(600)	0.00%	(600)
MEETINGS & TRAINING	239	152	391	(9,105)	4.29%	(8,714)
PUBLICATIONS & MEMBERSHIPS	150	0	150	(500)	30.00%	(350)
OFFICE MAINTENANCE	2,517	436	2,953	(16,350)	18.06%	(13,397)
INSUR. & EMP BONDS	30,171	0	30,171	(36,750)	82.10%	(6,579)
OFFICE SUPPLIES	645	5	650	(4,000)	16.25%	(3,350)
OFFICE EQUIPMENT LEASES	1,159	244	1,403	(6,500)	21.59%	(5,097)
OFFICE UTILITIES/INTERNET	5,732	1,990	7,722	(18,000)	42.90%	(10,278)
LEGAL	26,771	4,763	31,534	(60,000)	52.56%	(28,466)
ELECTION EXPENSE	0	0	0	(25,000)	0.00%	(25,000)
AUDITING	0	0	0	(8,800)	0.00%	(8,800)
CONSULTANTS	6,997	2,090	9,087	(35,000)	25.96%	(25,913)
OFFICE EQUIP & FURN	858	0	858	(12,000)	7.15%	(11,142)
NEWSLETTER	496	0	496	(2,000)	24.80%	(1,504)
WEB SITE MAINTENANCE	0	0	0	(1,500)	0.00%	(1,500)
ASSOCIATION DUES	1,582	0	1,582	(2,600)	60.85%	(1,018)
CLOUD MIGRATION	0	0	0	(22,000)	0.00%	(22,000)
BILLING SYSTEM HARDWARE/SOFT'	13,584	286	13,870	(48,200)	28.78%	(34,330)
TOTAL ADMIN. EXPEN.	382,519	60,005	442,524	(1,150,874)	38.45%	(708,350)

*Credit is the employees portion, ahead on the insurance bill by one month.

STATEMENT OF EXPENDITURES
GENERAL FUND - SEWER & WATER
ONE MONTH ENDING May 31, 2022

UNAUDITED 42%

	Jan Thru April	May Expense	Jan Thru May	2022 Budget	Percent Budget	Over/Under Budget
SEWER O & M:						
BILLING SUPPLY	150	0	150	(1,000)	15.00%	(850)
SMALL EQUIP.	280	0	280	(7,000)	4.00%	(6,720)
UNIFORMS	120	0	120	(800)	15.00%	(680)
GAS, OIL ETC.	3,890	1,304	5,194	(13,500)	38.47%	(8,306)
SEWER O & M	2,365	29,116	31,481	(140,292)	22.44%	(108,811)
METRO T & T	392,823	0	392,823	(1,571,293)	25.00%	(1,178,470)
POSTAGE	0	0	0	(500)	0.00%	(500)
OUTSOURCE MAILING SERVICE	3,296	1,145	4,441	(15,000)	29.61%	(10,559)
ONLINE BILL PAYMENT SERVICES	582	119	701	(1,500)	46.74%	(799)
SEWER SER TWIN SHORES DWW	0	0	0	(104,340)	0.00%	(104,340)
ENGINEERING	7,102	3,079	10,181	(30,000)	33.94%	(19,819)
NEW BILLING SYSTEM (CUSI)	32,068	0	32,068	(60,280)	53.20%	(28,212)
BUILDING IMPROVEMENTS	666	0	666	(15,000)	4.44%	(14,334)
SERVICE VEHICLE	16,510	0	16,510	(18,000)	91.72%	(1,490)
COMMUNICATIONS	523	131	654	(2,000)	32.72%	(1,346)
SUB-TOTAL	460,375	34,894	495,269	(1,980,505)	25.01%	(1,485,236)

WATER O & M:

BILLING SUPPLY	150	0	150	(1,000)	15.00%	(850)
SMALL EQUIP.	280	0	280	(7,000)	4.00%	(6,720)
CLOTHING & UNIFORMS	120	0	120	(800)	15.00%	(680)
GAS, OIL ETC.	3,890	1,304	5,194	(13,500)	38.47%	(8,306)
SYSTEM O & M	49,579	44,189	93,768	(219,600)	42.70%	(125,832)
METER R & R	35,986	4,829	40,815	(120,450)	33.89%	(79,635)
WATER PURCHASED	811,385	228,836	1,040,221	(4,162,265)	24.99%	(3,122,044)
FIELD UTILITY SER	2,740	529	3,269	(8,500)	38.46%	(5,231)
POSTAGE & BOX RENTAL	0	0	0	(500)	0.00%	(500)
OUTSOURCE MAILING SERVICE	3,296	1,102	4,398	(15,000)	29.32%	(10,602)
ON-LINE BILL PAYMENT SERVICE	582	161	743	(1,500)	49.56%	(757)
ENGINEERING	55,527	13,859	69,386	(55,000)	126.16%	14,386
BUILDING IMPROVEMENTS	666	0	666	(15,000)	4.44%	(14,334)
SERVICE VEHICLE	16,510	0	16,510	(18,000)	91.72%	(1,490)
NEW BILLING SYSTEM (CUSI)	32,068	0	32,068	(60,280)	53.20%	(28,212)
METER READING DEVICE	0	0	0	(8,000)	0.00%	(8,000)
COMMUNICATIONS	523	131	654	(2,000)	32.72%	(1,346)
SUB-TOTAL	1,013,302	294,941	1,308,243	(4,708,395)	27.79%	(3,400,152)

TOTAL WATER & SEWER 1,473,677 329,835 1,803,512 (6,688,900) 26.96% (4,885,388)

**STATEMENT OF REVENUES & EXPENDITURES
CAPITAL PROJECTS
ONE MONTH ENDING May 31, 2022**

UNAUDITED

42%

ACCOUNTS	Jan Thru April	May Expense	Jan Thru May	2022 Budget	Percent Budget	Over/Under Budget
EXPENDITURES:						
CAPITAL WATER:						
Emergency Connection (Marlowe Ave)	0	0	0	(295,000)	0.00%	(295,000)
Total Capital Water	0	0	0	(295,000)	0.00%	(295,000)
TOTAL W&S CAPITAL	0	0	0	(295,000)	0.00%	0
WATER REPLACEMENT						
Fire Hydrant Replacement Program	0	0	0	(75,000)	0.00%	(75,000)
Quincy 12" WL Replacement	11,897	113,274	125,171	(1,700,000)	7.36%	(1,574,829)
SUB TOTAL	11,897	113,274	125,171	(1,775,000)	7.05%	(1,649,829)
SEWER REPLACEMENT:						
Miscellaneous Point Repairs	0	0	0	(70,000)	0.00%	(70,000)
Pierce St 8" Sewer Rehab (various)	0	0	0	(402,500)	0.00%	(402,500)
SUB TOTAL				(472,500)	0.00%	(472,500)
TOTAL W&S REPLACEMENT	0	113,274	125,171	(2,177,500)	5.75%	(402,500)
C. P. TOTAL EXPENDITURES	11,897	113,274	125,171	(2,247,500)	5.57%	(2,122,329)

LAKEHURST WATER AND SANITATION DISTRICT
SUMMARY
ONE MONTH ENDING May 31, 2022

UNAUDITED

42%

	Jan Thru April	May Exp/Rev	Jan Thru May	2022 Budget	Percent Budget	Over/Under Budget
OPERATING REVENUE:						
WATER SERVICE	1,024,758	453,629	1,478,387	(5,099,552)	28.99%	(3,621,165)
SEWER SERVICE	977,449	250,504	1,227,953	(3,644,598)	33.69%	(2,192,777)
OTHER INCOME	12,137	49,059	61,196	(1,957,663)	3.13%	(1,834,026)
TOTAL OPERATING REV	2,014,344	753,192	2,767,536	(10,701,813)	25.86%	(7,647,968)
OPERATION AND ADMINISTRATING EXPENSE:						
WATER O & M	1,013,302	294,941	1,308,243	(4,708,395)	27.79%	(3,400,152)
SEWER O & M	460,375	34,894	495,269	(1,980,505)	25.01%	(1,485,236)
ADMIN	382,519	60,005	442,524	(1,150,874)	38.45%	(708,350)
TOTAL O&M & ADM	1,856,196	389,841	2,246,037	(7,839,774)	28.65%	(5,593,737)
REV VS EXPENSE	158,148	363,351	521,499	(2,862,039)		
CAPITAL EXPENDITURES:						
WATER CAPITAL	0	0	0	(295,000)	0.00%	(295,000)
TOTAL CAPITAL EXP	0	0	0	(295,000)	0.00%	(295,000)
REPLACEMENT						
SEWER	0	0	0	(472,500)	0.00%	(472,500)
WATER	11,897	0	11,897	(1,775,000)	0.67%	(1,649,829)
TOTAL REPLACEMENT	11,897	0	11,897	(2,247,500)	0.67%	(1,649,829)
TAP FEES AND SYSTEM DEVELOPMENT FEES:						
SEWER TAPS	4,000	0	4,000	(60,375)	6.63%	(56,375)
WATER TAPS	16,000	0	16,000	(120,000)	13.33%	(104,000)
WATER METERS	1,661	0	1,661	(18,000)	9.23%	(16,339)
SYS DEV FEES & INCLUSIONS	0	0	0	(1,200)	0.00%	(1,200)
TOTAL TAP & SYS FEES	21,661	0	21,661	(199,575)	10.85%	(177,914)
USE OF RESERVES				(1,837,663)		
A Line Sewer Rehab		0				
CONTINGENCY FUND:	0	0	0	(519,114)	0.00%	(519,114)
TOTAL BUDGET REV	2,036,005	753,192	2,789,197	(10,901,388)	25.59%	(8,112,191)
TOTAL BUDGET EXP	1,868,093	389,841	2,257,934	(10,901,388)	20.71%	(8,643,454)

4309 MISC INCOME

Jan-22

Fire Hydrant Meter rental	200.00
Short Check Fee	35.00
Finals	400.00
Fire Line	1,990.00
Labor & Materials	-
W & S Standards	50.00
	<u>\$ 2,675.00</u>

Feb-22

Fire Hydrant Meter rental	200.00
Fire line	2,040.00
Final	440.00
NSF	70.00
Materials	-
	<u>\$ 2,750.00</u>

Mar-22

Fire Hydrant Meter rental	400.00
Fire Line	2,015.00
Final	600.00
NSF	245.00
	<u>\$ 3,260.00</u>

Apr-22

Fire line	2,065.00
Final	740.00
Fire Hydrant Meter rental	500.00
NSF	35.00
Recycling	-
Materials	\$ 112.00
	<u>\$ 3,452.00</u>

May-22

Fire Hydrant Meter rental	300.00
Fire line	2,065.00
Final	1,755.00
Illegal Turn On	500.00
NSF	70.00
Recycling	71.10
	<u>\$ 4,761.10</u>

Jun-22

Fire line	
Fire Hydrant Meter rental	
Final	
NSF	
Illegal Turn On	
Recycling	
	<u>\$ -</u>

Jul-22

Fire Hydrant Meter rental	
Short Check Fee	
Finals	
Fire Line	
Materials	
Sewer Standards	
Illegal turn on fines	
	<u>\$ -</u>

Aug-22

Recycling	
Fire Hydrant Meter rental	
Fire line	
Final	
NSF	
Illegal turn on fines	
	<u>\$ -</u>

Sep-22

Fire Hydrant Meter rental	
Fire Line	
Finals	
Materials & Labor	
NSF	
	<u>\$ -</u>

Oct-22

Fire Hydrant Meter rental	
Fire line	
Final	
NSF	
Labor & Materials	
Recycling	
	<u>\$ -</u>
	<u>\$ -</u>

Nov-22

Fire Lines	
Materials & Labor	
Finals	
Fire Hydrant Meter rental	
NSF	
	<u>\$ -</u>

Dec-22

Fire Hydrant Meter rental	
Fire line	
Final	
NSF	
W & S Standards	
	<u>\$ -</u>

Total

12,208.10

LAKEHURST WATER AND SANITATION DISTRICT

Status of Check and Investment Accounts

May 31, 2022

Wells Fargo Bank	Acct. Main Account Peg Acct. Min. \$175,000.00	12,159,808.85
Colotrust Plus +	Acct. CO-01-1752-8001 Swept from Clearing	12,147,304.01
Wells Fargo Investments	Acct. 1BB89530	5,280,911.51
Petty Cash Account	Cash Drawer	250.00
Cash Bank	Change for Cash Drawer	100.00
	TOTAL	29,568,373

PREVIOUS THREE MONTHS

February 2022	March 2022	April 2022
29,580,482.76	29,220,573.82	29,443,276.98

6/15/2022

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Wells Fargo Bank, N.A.
 1700 LINCOLN STREET
 DENVER CO 80274
 KATIANA DILLON
 1-303-209-3838

**Combined Summary
 Brokerage Account and Bank Account**

**Statement Period
 05/01/2022 - 05/31/2022**

LAKEHURST WATER AND SANITATION DISTRICT
 7995 WEST QUINCY AVENUE

**Account Number
 1BB89530**

Total Account Value Summary - US Dollar (USD)

This summary does not reflect the value of unpriced securities. Repurchase agreements are reflected at par value.

	Amount Last Statement Period	Amount This Statement Period	Portfolio %
Cash	\$ 0.00	\$ 0.00	0%
Money Market Mutual Funds	14,384.76	25,490.75	0%
Bonds	5,239,879.91	5,255,420.76	100%
Stocks	0.00	0.00	0%
Total Account Value	\$ 5,254,264.67	\$ 5,280,911.51	100%
Value Change Since Last Statement Period		\$ 26,646.84	1%
Percent Increase Since Last Statement Period			1%
Value Last Year-End		\$ 5,346,785.44	1%
Percent Decrease Since Last Year-End			1%

***Includes amortized Par value of municipal leases and notes.

Total Income Summary USD

	This Period	Year-To-Date
Interest	\$ 11,103.13	\$ 49,912.51
Dividends/Capital Gains	0.00	0.00
Money Market Mutual Funds Dividends	2.86	36.96
Other	0.00	0.00
Income Total	\$ 11,105.99	\$ 49,949.47

Total Interest Charged USD

Description	This Period
Debit Interest For May 2022	0.00
Total Interest Charged	\$ 0.00

Total Money Market Mutual Funds Summary USD

Description	Amount
Opening Balance	\$ 14,384.76
Deposits and Other Additions	11,103.13
Distributions and Other Subtractions	0.00
Dividends Reinvested	2.86
Change in Value	0.00
Closing Balance	\$ 25,490.75



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Lakehurst Water & Sanitation District
7995 W Quincy Ave
Littleton, CO 80123

Summary Statement

May 31, 2022

Page 1 of 3

Investor ID: CO-01-1752

COLOTRUST

PLUS+

Average Monthly Yield: 0.7911%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-1752-8001 PLUS GENERAL FUND	12,139,144.80	0.00	0.00	8,159.21	16,909.69	12,143,149.14	12,147,304.01
TOTAL	12,139,144.80	0.00	0.00	8,159.21	16,909.69	12,143,149.14	12,147,304.01

Tel: (877) 311-0219

<https://www.colotruster.com/>

**LAKEHURST WATER AND SANITATION DISTRICT
WELLS FARGO INVESTMENT ACCOUNT**

FEDERAL RESERVE T-NOTES

Note Cusip	COUPON %	PURCHASED	Original Par	MATURE DATE
912828ZX1	0.125		\$1,100,000.00	06/30/22
9128282D1	1.375		\$2,025,000.00	08/31/23
912828U57	2.125		\$1,045,000.00	11/30/23
912828Y87	1.750		\$1,130,000.00	07/31/24

\$5,300,000.00

FEDERAL RESERVE T-BILLS

Note Cusip	COUPON %	PURCHASED	Original Par	MATURE DATE
	0.000			

0.00

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Interim Payable for June 2022

AGENDA: Financial Report 2

PRESENTED BY: Manager

BACKGROUND: I will respond to any questions the Board may have.

SUGGESTED ACTION: Board Approval

Lakehurst Water and Sanitation District
Check Register
For the Period From Jun 1, 2022 to Jun 14, 2022

Filter Criteria includes: Report order is by Check Number.

Check #	Payee	Description	Amount
23959	Bank of America	Hats, telephone & Office Supplies	900.20
23960	CEBT	Employee Insurance	17,645.67
23961	Caliber Collison	Insurance Deductible	500.00
23962	CenturyLink	Telephone Lines	185.00
23963	Toney R Johnson	Refund	123.46
23964	Tien Pham	Refund	43.66
23965	Ray Bruning	Refund	70.26
23966	American Richmond Homes	Bellevue/Simms Refund	877.59
23967	UNCC	Locates	663.00
23968	Jeroen Preiss, AIMS Team LLC	Mapping	7,150.00
23969	Business Network Consulting Ltd.	consultants	1,927.50
23970	C & L Water Solutions	Water Maintenance	7,717.20
23971	Collins, Cole, Flynn, Winn & Ulmer, PLL	Legal	5,346.00
23972	Coverall of Colorado	Janitorial	175.00
23973	Data Print Services, LLC	Outsourcing	2,206.32
23974	Data West C/O Harris Systems USA Inc	E-Statements	237.00
23975	Denver Water Department	Water Purchased	411,083.62
23976	Home Depot Credit Services	Janitorial Supplies & Lawn Mower	509.67
23977	Johnson Controls Fire Protection LP	Annual Fire Alarm Inspection	1,951.00
23978	Pitney Bowes Global Financial Services	Lease on Postage Machine	145.52
23979	Republic Services	Trash Removal	121.33
23980	Uline	Small Items of Field Equipment	238.45
23981	Verizon Wireless	Mobile Phones	261.51
23982	Willowbrook Water & Sanitation	Country West Square plus Kum N Go	926.50
23983	XcelEnergy	Utilities	750.12
23984	Vantagepoint Trans Agents - 107747	6/15/22 Payroll Contribution	3,130.60
23985	Vantagepoint Trans Agents - 303103	6/15/22 Payroll Contribution	2,178.36
DD-3636	Stephen M. Daldegan	6/15/22 Payroll	3,687.91
DD-3637	Diana K. Reynolds	6/15/22 Payroll	2,060.19
DD-3638	Brian Hodges	6/15/22 Payroll	1,919.33
DD-3639	Kim M. Hayes	6/15/22 Payroll	1,293.41
DD-3640	Armando J. Quintana	6/15/22 Payroll	1,718.77
DD-3641	Brad E. Stanley	6/15/22 Payroll	2,302.54
DD-3642	Mark V. Tumbarello	6/15/22 Payroll	634.82
DD-3643	Nicole M. Yoder	6/15/22 Payroll	1,713.68
ACH	EFTPS	6/15/22 Payroll Taxes	2,847.14
23986	Brannan Construction	Quincy Phase II	351,686.15
Total			836,928.48

6-13-22 SMO

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Supplemental Payable for May 2022

AGENDA: Financial Report 3

PRESENTED BY: Manager

BACKGROUND: I will respond to any questions the Board may have

SUGGESTED ACTION: Board Approval

Lakehurst Water and Sanitation District

Check Register

For the Period From May 16, 2022 to May 31, 2022

Filter Criteria includes: Report order is by Check Number.

Check #	Payee	Description	Amount
23937	C & L Water Solutions	Water Maintenance	17,565.21
23938	Void	Void	Void
23939	Business Network Consulting Ltd.	Consultants	1,140.00
23940	Collins, Cole, Flynn, Winn & Ulmer, PLL	Legal	4,763.00
23941	Comcast	Business Bundle	539.91
23942	Data Print Services, LLC	Outsourcing	84.67
23943	EJ USA, Inc.	Meter Supplies	2,740.68
23944	Fast Signs	Truck Logo	132.57
23945	HOLDER Inc., Security Integration Sys	Security System	644.46
23946	Itron, Inc	Support	286.08
23947	Kennedy/Jenks Consultants	Engineering	32,573.01
23948	Konica Minolta Business Solutions	Lease on Copier	244.10
23949	Metro Water Recovery	2nd Quarter Flow Through	392,823.25
23950	Phil Long Ford	Auto Maintenance	449.06
23951	AP Partners LLC	Refund	86,250.00
23952	Shane Romero	Refund	718.73
23953	Brian Hodges	Refund	152.00
23954	Ryan Saunders	Refund	38.34
23955	WEX Bank	Fuel	1,341.68
23956	Answer, Inc.	Answering Service	316.40
23957	Vantagepoint Trans Agents - 107747	5/31/2022 Payroll Contribution	3,057.34
23958	Vantagepoint Trans Agents - 303103	5/31/2022 Payroll Contribution	2,203.51
DD-3623	Michael E. Cochran	5/31/2022 Payroll	98.55
DD-3624	Stephen M. Daldegan	5/31/2022 Payroll	3,687.91
DD-3625	Diana K. Reynolds	5/31/2022 Payroll	2,060.19
DD-3626	Keith A. Francis	5/31/2022 Payroll	98.55
DD-3627	Brian Hodges	5/31/2022 Payroll	2,098.60
DD-3628	Kim M. Hayes	5/31/2022 Payroll	1,293.41
DD-3629	Steven J. Posavec	5/31/2022 Payroll	98.55
DD-3630	Armando J. Quintana	5/31/2022 Payroll	1,427.25
DD-3631	William D. Schild	5/31/2022 Payroll	98.55
DD-3632	Gail Sevier	5/31/2022 Payroll	98.55
DD-3633	Brad E. Stanley	5/31/2022 Payroll	1,563.07
DD-3634	Mark V. Tumbarello	5/31/2022 Payroll	1,603.03
DD-3635	Nicole M. Yoder	5/31/2022 Payroll	1,713.68
ACH	EFT	5/31/2022 State Payroll Taxes	1,641.00
ACH	EFTPS	5/31/2022 Federal Payroll Taxes	2,752.96
Total			<u>568,397.85</u>

5/25/22 SMD

**LAKEHURST
WATER AND SANITATION DISTRICT**

June 20, 2022

SUBJECT: Vouchers Payable for June 2022

AGENDA: Financial Report 4

PRESENTED BY: Manager

BACKGROUND: There are No Vouchers for April 2022

SUGGESTED ACTION: Board Approval