

November 7, 2024

Memorandum

To: Board of Directors
Cherry Creek Village Water District

From: Greg S. Sekera, P.E.

Subject: Engineering Report for Board of Directors Meeting November 12, 2024
Cherry Creek Village Water District
KJ Job No. 2446003*GENW

Briefly presented below are the items that we have been involved in during the past month.

1. 2025 Budget – I provided my final recommendations for maintenance, capital projects, and engineering for next year. A minor update was made from my preliminary recommendations last month based on receipt of C&L's 2025 rates. We will review our recommendations with the Board at the meeting.
2. System Maintenance – We coordinated the following maintenance items during the past month:
 - Commercial Meter Replacements – There are 6 meters that remain to be replaced. These are retail meters that require after business hour installations. C&L has been unable to schedule the replacements due to crew availability. I will update the Board at the meeting.
 - Master Meters – Meter readings were not available from Denver Water for the October period for this report. We will review with the consumption report at the meeting.
 - PRVs – There are currently no issues or concerns with the PRVs.
 - Customer Meters – There were no residential read issues in October. Manual reads were performed by C&L for the remaining commercial meters for the October readings.
 - Customer Complaints and Investigations – The following are investigations performed at the request of customers this past month.
 - a. There were no significant customer issues.
 - Fire Hydrant and Valve Maintenance – C&L is unable to complete the list of remaining repairs and maintenance for this year. We have moved the remaining repairs to next year's budget.
 - GIS – We have updated the GIS with most of the new meter and endpoint serial numbers. We will have it completed this month.
 - Fire Hydrant Meter – There is no outstanding fire hydrant use permit.
 - Emergencies / Water Line Breaks – There were no water line beaks this past month.

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- Facility Locates – The number of locate requests declined in October, back to a more normal level.
- Backflow Prevention Device Conformance – Denver Water will end management of the District's backflow devices at the end of 2024. Sue and I have been discussing options for the District beginning management of the program in 2025. We will update the Board at the meeting.
- Maintenance Tracking – A copy of the maintenance tracking/schedule is attached.

2024 Water System Maintenance Tracking
Cherry Creek Village Water District

ITEM	DESCRIPTION	NO. OF UNITS	FREQUENCY	ANTICIPATED DATE	EST COST PER UNIT (BUDGET)	024 BUDGET AMOUNT	ACTUAL COST
Routine Maintenance (by C&L Water Solutions)							
1	Inspect/Operate Valves	145	Once Every 2 Years	May-2025		\$0	\$0
2	Inspect/Operate Fire Hydrants	73	Once/Year	May-2024	\$85	\$6,205	\$5,226
3	Inspect/Operate/Flow Test PRVs	2	Two Times/Year	May/Nov	\$1,200	\$2,400	\$316
4	Flush Dead End Cul-de-sacs (Blow-Offs)	11	Once/Year	May-2024	\$85	\$935	\$0
	Subtotal					\$9,540	\$5,542
	Contingency @	10%				\$1,000	\$0
Total Routine Maintenance						\$11,000	\$5,542
System Repairs and Replacements (by C&L, others)							
5	Raise Valve Boxes from Under Asphalt	10		May-2024	\$1,000	\$10,000	\$0
6	Clean Valve Boxes (vacuum and operate valve)	12		May-2024	\$100	\$1,200	\$2,203
7	Replace Valve/B.O. (in asphalt)	2		May-2024	\$7,000	\$14,000	\$0
8	Misc. Valve Repairs (replace valve boxes)	4		May-2024	\$1,200	\$4,800	\$1,500
9	Fire Hydrant Replacement	3		July-2024	\$12,000	\$36,000	\$47,302
10	Fire Hydrant Repairs	5		July-2024	\$600	\$3,000	\$0
11	Fire Hydrant Painting	24		May-2024	\$135	\$3,240	\$2,500
12	Emergency Repairs (water line breaks)	2			\$22,000	\$44,000	\$0
	Subtotal					\$116,240	\$53,505
	Contingency @	15%				\$17,000	\$0
Total System Repairs and Replacements						\$133,000	\$53,505
Contractor Services (by C&L and ORC)							
13	Operator in Responsible Charge	12	Monthly		\$500	\$6,000	\$0
14	Customer Service/Response (Investigations, Emergencies)	12	Monthly		\$300	\$3,600	\$1,556
15	Manual Meter Reads	6	Monthly		\$175	\$12,600	\$4,358
16	Service Shut-offs	12	Year		\$200	\$2,400	\$1,088
17	Meter Troubleshoot/Repairs/Replacements (Labor Only)	24	Year		\$250	\$6,000	\$9,756
18	Utility Locates (field)	4	Monthly		\$200	\$9,600	\$12,810
19	811 Locate Clears	24	Monthly		\$22	\$6,336	\$3,406
20	811 Ticket Management Portal Subscription	1	Year		\$500	\$500	\$3,848
	Subtotal					\$47,036	\$36,821
	Contingency @	20%				\$9,000	\$0
Total Contractor Services						\$56,000	\$36,821
Total Repairs and Maintenance						\$200,000	\$95,868

NOTES:

- Actual Cost column is summation of C&L Invoices received and approved in current year. Costs do not include material and equipment costs paid to others by District for repairs.