

AGENDA

Denver Board of Water Commissioners

Denver Water Administration Building
1600 West 12th Avenue
Denver, CO
Board Room, Third Floor

Wednesday, February 24, 2016 9:00 a.m.

I. BOARD ADMINISTRATIVE BUSINESS

A. Call to Order and Determination of Quorum

B. Public Comment and Communications

At this point in the agenda, the Board may allow members of the public to address the Board on any item of interest within the jurisdiction of the Board, and not on the agenda for action. Speakers wishing to address a specific Action Item will be invited to address the Board when the item is being considered. Three minutes are allowed for each person unless the President determines otherwise.

1. Distributor Communications
2. Citizen Advisory Committee Communications

C. Ceremonies, Awards and Introductions

II. ACTION ITEMS

A. Consent Items

Items listed below are considered routine and may be enacted by one motion and vote. If any Board member desires discussion beyond explanatory questions, or corrections to the Minutes, the President may order that item to be considered in a separate motion and vote.

1. Information Technology Asset Management Software, Implementation, Training and Maintenance
2. Second Amendment to SpireMedia, Inc., dba Spire Digital
3. 2016 Subscriber Fee for the Water Research Foundation
4. Extension of ESRI Enterprise License Agreement (ELA)
5. Disposal of Residuals Bid Tabulation
6. Purchase of Sodium Fluorosilicate
7. Ratification of Contract with BT Construction for Conduit No. 13 Leak Repair at Station 522+10.20

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

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



8. Ratification of Contract with Water Technology Group for Marston Speece Cone Pump and Cable Replacement
9. Agreement with Gannett Fleming, Inc. for Strontia Springs Dam Structural Stability Evaluation
10. Agreement with Gannett Fleming, Inc. for Williams Fork Dam Structural Stability Evaluation

B. Individual Approval Items

- | | | |
|--|--------------|------------|
| 1. Revenue Bond Reimbursement Resolution | Usha Sharma | 15 minutes |
| 2. Personnel Policies Amendments Regarding Compensation Policies: Chapters 1, 8, and 12 | Liz Martinez | 10 minutes |

III. POLICY MATTERS

- | | | |
|---|-----------------|------------|
| A. OCR Update | Jeremy Ross | 10 minutes |
| B. Legislative Update | Chris Piper | 10 minutes |
| C. Hillcrest Project Update | Martin Garcia | 10 minutes |
| D. Recycled Water Update: 2015 CSU Soil Report | Brenley McKenna | 20 minutes |

IV. MONTHLY AND QUARTERLY REPORTS

- A. CEO Report**
- B. CFO Report**
 1. Monthly Financial Reports
- C. Operations Report**

V. INFORMATION ITEMS

- A. Scheduling of Future Board Meetings and Tentative Discussion Topics**
- B. Event Calendar**
- C. Denver Water 2016 Financing Plan**
- D. IRP Update**

VI. ADJOURNMENT

VII. TRUSTEE MATTERS

VIII. EXECUTIVE SESSION

The Board may adjourn the regular meeting and reconvene in executive session on topics authorized by C.R.S. Sec. 24-6-402 or D.R.M.C Sec. 2-34.

A. Confidential Report § 24-6-402(4)

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-1

Information Technology Asset Management Software, Implementation, Training and Maintenance Contract #16344A

Action by Consent

Action

Information

Summary:

Denver Water's existing IT Asset Management (ITAM) software tool is no longer being supported by the vendor, IET Solutions, Inc., thus necessitating the need for a replacement tool. ITAM software is used to manage comprehensive licensing, configuration and support information on software and hardware acquisitions from purchase through retirement. With this information, ITAM software proactively monitors for unlicensed or unused software across the organization. This monitoring capability helps ensure appropriate software license compliance and avoids costs for unnecessary license purchases, maintenance & support fees, and potential licensing audit penalties. The ITAM team is seeking a replacement ITAM software solution with better capabilities than the existing tool, which not only has limitations in managing software assets, but also is unable to effectively manage client and enterprise hardware assets and their maintenance and support agreements.

Budget Information:

A budget adjustment was made to the 2016 budget and funds are planned for the 2017 and 2018 budget. Payment for license subscription fees will be made for as long as we use the software.

2016 Budget	\$	
Amount Requested This Item	\$	349,289.00
YTD Expenditures	\$	0
Dollars Budgeted for Future Years	\$	177,362.00
Revised Estimate	\$	349,289.00
Budget Adjustment	\$	172,000.00

Selection of Business Partner:

The Denver Water Purchasing & Contracting section issued a Request for Proposal (RFP) in August 2015 via the Rocky Mountain E-Purchasing System (BidNet), the Denver Water public website, and direct e-mail to the SBE/MWBE Bid List. Denver Water received responses from ten vendors, none of which were SBE/MWBE. The selection committee evaluated each proposal based on the general system and design features of the software, the project implementation plan, the training plan, the proposed customer service level and pricing. The committee selected Flexera Software as the proposer who best met their overall needs.

Recommendation:

It is recommended that the Board approve Contract No. 16344A with Flexera Software, LLC, for IT Asset Management software subscription, implementation services, and training services, for the

contract period of February 24, 2016 through February 23, 2019 for a total contract amount not to exceed \$349,289.00.

Approvals:



Chris Dermody
Director of Information Technology

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-2

Second Amendment for SpireMedia, Inc. dba Spire Digital Contract # 12914B

Action by Consent

Action

Information

Summary:

Denver Water's website, DenverWater.org, is operated by ESM, which is a proprietary content management system that was created by Spire Digital. Denver Water will be issuing an RFP in the spring of 2016 to select a vendor for a new website and content management system (CMS), but until a new vendor is chosen Spire Digital is needed to provide technical support to keep DenverWater.org up and running. It is estimated that it will take 9-12 months to build and launch the new website once the RFP process is complete, thus creating the need for Spire Digital's ongoing technical support for the next 12 months.

Budget Information:

Public Affairs included funds in its 2016 budget for a new website and content management system. As part of that budget, funds were included to ensure the existing technology can be kept online and running until the new project is complete. The budgeted funds are sufficient to cover this amendment, and this amendment does not commit the Board to future expenditures that were not previously planned.

2016 Budget	\$ 870,000
Amount Requested This Item	\$ 20,000.00
YTD Expenditures	\$ 0.00
Dollars Budgeted for Future Years	\$ n/a
Revised Estimate	\$ n/a
Budget Adjustment	\$

Selection of Business Partner:

Denver Water issued a Request for Proposal (RFP) for technical assistance and ongoing enhancements to denverwater.org in 2009 and received 32 proposals. A local Denver firm, SpireMedia, Inc. (now Spire Digital) was chosen and helped transform denverwater.org and Inflow into user-friendly websites. A Competitive Selection Waiver was completed in November 2013 to establish a contract for ongoing maintenance and troubleshooting for the websites that ran on SpireESM (the proprietary content management system that runs the Board's websites). The original contract was for \$70,000 and amended to \$89,500.

Recommendation:

It is recommended that the Board approve the Second Amendment to 12914B with Spire Digital for ongoing technical support for the denverwater.org website for an extension of the contract period through February 28, 2017 and for an addition of \$20,000 for a total amended contract amount not to exceed \$109,500.00.

Approvals:



Sally Covington
Director of Public Affairs

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-3

2016 Subscriber Fees for the Water Research Foundation

Action by Consent

Action

Information

Summary:

The Water Research Foundation provides service to the water industry by conducting research on behalf of its member utilities, consultants and equipment manufacturers. This research has proven to be effective in advancing technology and in providing a science base for water-quality regulations. Since 1987, a key component of the Foundation's research funding has come through subscription contributions from member utilities. Contributions are based on a formula that includes the amount of water produced by a utility minus the water purchased and sold. Denver Water is one of the original, founding subscribers of the Water Research Foundation.

Over the past several years, Denver Water has increased its participation in and use of services from the Water Research Foundation. CEO Jim Lochhead serves on its Board of Trustees. Director of Finance Angela Bricmont serves on a Technical Advisory Committee for Water Utility Finance. Several employees serve as experts on project advisory committees and have participated in workshops addressing water quality issues that affect utilities across the nation. In 2015, Denver Water also participated actively in four research projects that directly impact our operations:

- Research and Innovation Within Water Utilities
- Framework for Evaluating Alternative Water Supplies: Balancing Cost with Reliability, Resilience, and Sustainability
- New and Emerging Capital Providers for Infrastructure Funding
- Practical Monitoring Tools for the Biological Processes in Biofiltration

In addition, Denver Water employees have utilized our membership to participate in six webinars and order 33 research reports over the past 12 months (a total research value of over \$12 million) to help deliver safe drinking water to our customers.

Budget Information:

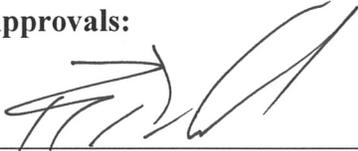
For 2016, \$150,000 was budgeted for Water Research Foundation subscriber fees. The actual amount due is \$147,883. Payment of these fees would also allow 18 of Denver Water's largest distributors to become members of the Water Research Foundation under our umbrella.

2016 Budget	\$ 150,000
Amount Requested This Item	\$ 147,883
YTD Expenditures	\$ 0
Dollars Budgeted for Future Years	\$ Annual dues – budgeted annually
Revised Estimate	\$
Budget Adjustment	\$ 0

Recommendation:

It is recommended that the Board approve payment of 2016 subscriber fees to the Water Research Foundation in the amount of \$147,883.

Approvals:



Brian D. Good
Deputy Manager – Organizational Improvement

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-4

Extension of ESRI Enterprise License Agreement (ELA) Contract # 12932A

Action by Consent

Action

Information

Summary:

Denver Water has used the ESRI suite of GIS software tools for geospatial data editing, analysis, storage and mapping applications for over 20 years. This suite of tools is critical for the mapping and management of Denver Water's operational assets. This Enterprise License Agreement entitles Denver Water to continued unlimited use of all of the ESRI products during the term of this three year agreement.

Budget Information:

The costs for this three year Enterprise License Agreement extension are included in the 2016 IT Geospatial Asset Management software budget and will be included in the proposed 2017 and 2018 budgets. Annual payments will be \$153,300.00 per year, consistent with the previous three-year spending levels.

2016 Budget	\$ 312,600.00
Amount Requested This Item	\$ 459,900.00
YTD Expenditures	\$ 0.00
Dollars Budgeted for Future Years (2017 – 2018)	\$ 363,400.00
Revised Estimate	\$ 312,600.00
Budget Adjustment	\$ 0.00

Recommendation:

It is recommended that the Board approve the Fourth Amendment to Contract Number 12932A Enterprise License Agreement with Environmental Systems Research Institute Inc. for geospatial mapping software and tools to extend the contract period through March 9, 2019, and for an addition of \$459,900.00 for a total amended contract amount not to exceed \$1,217,900.00.

Approvals:

Respectfully submitted,



Chris Dermody
Director of Information Technology



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

Attachment: ESRI Amendment 4 Enterprise License Agreement (4 pages)

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-5

**Disposal of Residuals Bid Tabulation
Contract # 16317A**

Action by Consent

Action

Information

Summary:

Denver Water requires a vendor to provide disposal services for the residuals from the water treatment process. The residuals are dry and are not hazardous waste, but must be disposed of at a licensed and compliant disposal facility.

Budget Information:

Funds for these services were included in the 2016 Operations and Maintenance budget; additional funds will be added to the 2017 and 2018 budgets to cover the remainder of the contract.

2016 Budget	\$ 155,784.00
Amount Requested This Item	\$ 300,530.00
YTD Expenditures	\$ 0.00
Dollars Budgeted for Future Years	\$
Revised Estimate	\$
Budget Adjustment	\$

Selection of Business Partner:

Denver Water issued an Invitation for bid to the public on the Rocky Mountain E-Purchasing System (BidNet), Denver Water’s website, and notified the SBE and MWBE community. Denver Water received four bids, two were SBE and none were MWBE. Republic Services, Inc. DBA Allied Waste Systems of Colorado was selected based on lowest total bid, and is not an SBE or MWBE.

Recommendation:

It is recommended that the Board approve Contract 16317A with Republic Services, Inc. DBA Allied Waste Systems of Colorado for disposal of residuals for the contract period February 24, 2016 through March 31, 2018 for a total contract amount not to exceed \$300,530.00.

Approvals:

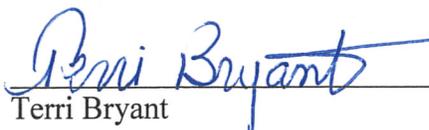


Tom Roode
Director of Operations and Maintenance

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-6

Purchase of Sodium Fluorosilicate Contract #16477A

Action by Consent

Action

Information

Summary:

Denver Water uses sodium fluorosilicate at its Moffat and Foothills Water Treatment plants for the prevention of dental caries, as recommended by the Colorado Department of Public Health and Environment and the Centers for Disease Control.

The unit price for sodium fluorosilicate will be \$955.00 per ton, fixed for the first 12 months of the contract term, and is unchanged from the unit pricing under the previous contract with KC Industries.

Budget Information:

Funds for these services were included in the 2016 Operations and Maintenance budget; funds will be included in the 2017 through 2020 budgets to cover the remainder of the contract.

2016 Budget	\$ 65,000.00
Amount Requested This Item	\$ 500,000.00
YTD Expenditures	\$ 0.00
Dollars Budgeted for Future Years	\$ 357,988.00
Revised Estimate	\$
Budget Adjustment	\$

Selection of Business Partner:

Denver Water is using a Competitive Selection Waiver for this agreement because KC Industries LLC is the sole manufacturer of NSF/ANSI Standard 60-certified sodium fluorosilicate in the United States.

Recommendation:

It is recommended that the Board approve Agreement No. 16477A with KC Industries LLC for bulk sodium fluorosilicate for the term February 24, 2016 through December 31, 2020 for a total contract amount not to exceed \$500,000.

Approvals:



Thomas J. Roode
Director of Operations and Maintenance

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-7

Ratification of Contract with BT Construction for Conduit No. 13 Leak Repair at Station 522+10.20 Contract 16602A

Action by Consent

Action

Information

Summary:

On January 9, 2016 Denver Water (DW) responded to a reported leak located at South University Boulevard and East Center Avenue in Denver, Colorado. DW forces excavated a portion of Conduit No. 13, discovered a leak on the pipe wall, and closed line valves to isolate the leaking pipe section. Considering the pipe size, type, age, condition, and location, it was determined the leaking pipe segment should be removed and replaced by a contractor with expertise in large diameter pipeline repair. A design package was assembled and issued to contractors for proposal.

On February 3, 2016, proposals were received for the repair. Due to the criticality of Conduit No. 13, the lowest bidder was authorized to proceed prior to Board approval. The need for quick action and later Board Ratification was discussed at the January 27, 2016 Board Meeting. Permitting and material procurement are currently underway. The project consists of removing 12 feet of existing 60-inch diameter concrete pipe and an existing blow-off assembly, and furnishing and installing 12 feet of 60-inch diameter steel pipe, appurtenances, and six internal joint seals. Construction is planned to begin early March, with the pipe operational by March 31, 2016.

Budget Information:

The 2016 Capital Improvement Plan (MPC 2DD0094 – Conduit Improvement Program) includes sufficient funds for this project.

2016 Budget	\$	1,000,000.00
Amount Requested This Item	\$	197,741.00
YTD Expenditures	\$	10,641.76
Revised Estimate	\$	1,000,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

Denver Water selected four contractors from the Prequalified Contractors List and received Letters of Intent from all four contractors to propose on the project. A competitive bid was conducted by using Invitation for Proposals on the QuestCDN platform. Four proposals were received, and the lowest qualified proposal was submitted by BT Construction of Henderson, Colorado in the amount of \$197,741.00. The opinion of probable cost for the work was \$200,000.00.

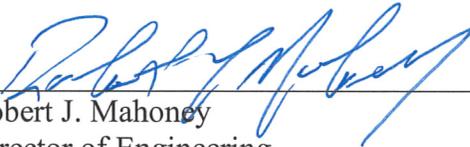
The Minority and Women Business Enterprise (MWBE) goal established for this construction project is 5% participation. BT Construction achieved 7.45% MWBE participation.

Recommendation:

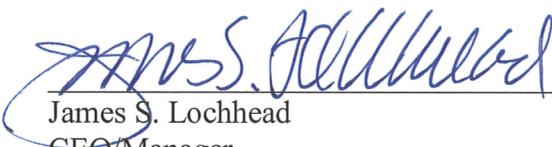
It is recommended that the Board ratify Contract 16602A with BT Construction for the Conduit No. 13 Leak Repair at Station 522+10.20 Project for the contract period of February 10, 2016 through April 15, 2016 for a total contract amount not to exceed \$197,741.00.

Approvals:

Respectfully submitted,



Robert J. Mahoney
Director of Engineering



James S. Lochhead
CEO/Manager



Patricia Wells
General Counsel



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-8

Ratification of Contract with Water Technology Group for Marston Speece Cone Pump and Cable Replacement Contract 16646A

Action by Consent

Action

Information

Summary:

The speece cone in Marston Reservoir is inoperable due to a faulty pump and underwater electric cable, which both need to be replaced prior to our summer load season to alleviate water quality degradation which will cause taste and odor problems in water served to our customers. Both replacement parts require a 16-week delivery schedule after the approval of shop drawings and in order to meet the summer load season timeframe, will need to be ordered right way. The original equipment manufacturer, Water Technology Group has quoted the equipment at a cost of \$123,845.00. Engineering is requesting ratification of this Board Item.

Budget Information:

The 2016 Capital Improvement Plan for Unplanned/Emergency Work (MPC 4JX9001) does not include sufficient funds for this project. A project budget adjustment was recommended by the System Manager.

2016 Budget	\$	100,000.00
Amount Requested This Item	\$	123,845.00
YTD Expenditures	\$	21,569.92
Dollars Budgeted for Future Years	\$	0.00
Revised Estimate	\$	145,414.92
Budget Adjustment	\$	45,414.92

Selection of Business Partner:

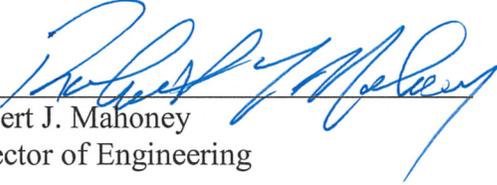
A competitive selection waiver was approved due to the uniqueness of the original equipment and the need to provide an in-kind replacement pump for the underwater speece cone. A specific pump model with the required fit and performance is only available from the original equipment manufacturer vendor.

Recommendation:

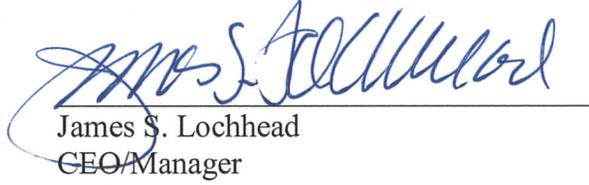
It is recommended that the Board ratify the purchase of the pump and cable equipment with Water Technology Group for a total contract amount not to exceed \$123,845.00.

Approvals:

Respectfully submitted,



Robert J. Mahoney
Director of Engineering



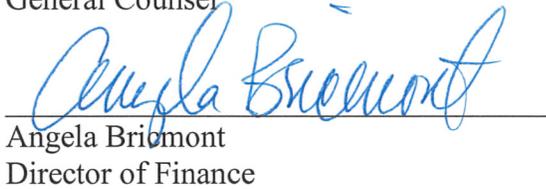
James S. Lochhead
CEO/Manager



Patti Wells
General Counsel



Terri Bryant
Controller



Angela Brimont
Director of Finance

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-9

Agreement with Gannett Fleming, Inc. for Strontia Springs Dam Structural Stability Evaluation Agreement 16635A

Action by Consent

Action

Information

Summary:

The Federal Energy Regulatory Commission (FERC) is requiring Denver Water to update and expand on a structural stability analysis completed in 2008 to incorporate increased seismic loading criteria (also required by the FERC) to confirm the Strontia Springs Dam is safe for continued operation. Specific FERC criteria must be followed and several meetings with the FERC will be required to gain approval for the updated structural analysis and reporting. An agreement has been negotiated with Gannett Fleming Inc. to provide professional consulting services in the amount of \$188,838.00.

Budget Information:

The 2016-2017 Capital Improvement Plan (MPC 4AN0039) includes sufficient funds for this analysis.

2016 Budget	\$	300,000.00
Amount Requested This Item (Spend in 2016 & 2017)	\$	188,838.00
YTD Expenditures	\$	1,678.53
Dollars Budgeted for Future Years (2017)	\$	200,000.00
Revised 2016 Estimate	\$	300,000.00
Budget Adjustment	\$	0.00

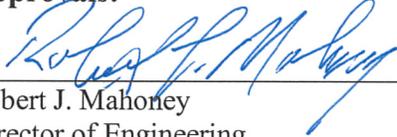
Selection of Business Partner:

Gannett Fleming, Inc. was identified as the most qualified firm to perform the work. A competitive selection waiver process was utilized to justify the use of Gannett Fleming based on a structural engineer employed by Gannett Fleming who is an expert in the field and who previously developed and ran the 2008 structural stability models for Strontia Springs Dam while at a different company. In addition, this engineer is essential to completing this update due to the very specialized skill set required to perform this type of analysis. Very few people in the country are qualified for and have experience in performing these analyses and have proven success getting them approved by the FERC, which can be a long multi-year process if not done correctly or with the proper FERC involvement and knowledge.

Recommendation:

It is recommended that the Board approve Agreement 16635A with Gannett Fleming, Inc. for consulting services for the contract period February 24, 2016 through March 31, 2017 for a total contract amount not to exceed \$188,838.00.

Approvals:



Robert J. Mahoney
Director of Engineering



Patti Wells
General Counsel

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-A-10

Agreement with Gannett Flemming, Inc. for Williams Fork Dam Structural Stability Evaluation Agreement 16634A

Action by Consent

Action

Information

Summary:

The Federal Energy Regulatory Commission (FERC) is requiring Denver Water to update and expand on a structural stability analysis completed in 2011 to incorporate increased seismic loading criteria (also required by the FERC) to confirm the Williams Fork Dam is safe for continued operation. Specific FERC criteria must be followed and several meetings with the FERC will be required to gain approval for the updated structural analysis and reporting. An agreement has been negotiated with Gannett Fleming Inc. to provide professional consulting services in the amount of \$181,998.00.

Budget Information:

The 2016-2017 Capital Improvement Plan (MPC 4AN0039) includes sufficient funds for this analysis.

2016 Budget	\$	300,000.00
Amount Requested This Item (Spend in 2016 & 2017)	\$	181,998.00
YTD Expenditures	\$	1,678.53
Dollars Budgeted for Future Years (2017)	\$	200,000.00
Revised 2016 Estimate	\$	300,000.00
Budget Adjustment	\$	0.00

Selection of Business Partner:

Gannett Fleming, Inc. was identified as the most qualified firm to perform the work. A competitive selection waiver process was utilized to justify the use of Gannett Fleming based on a structural engineer employed by Gannett Fleming who is an expert in the field and who previously developed and ran the 2011 structural stability models for Williams Fork Dam while at a different company. In addition, this engineer is essential to completing this update due to the very specialized skill set required to perform this type of analysis. Very few people in the country are qualified for and have experience in performing these analyses and have proven success getting them approved by the FERC, which can be a long multi-year process if not done correctly or with the proper FERC involvement and knowledge.

Recommendation:

It is recommended that the Board approve Agreement 16634A with Gannett Fleming, Inc. for consulting services for the contract period February 24, 2016 through September 30, 2017 for a total contract amount not to exceed \$181,998.00.

Approvals:

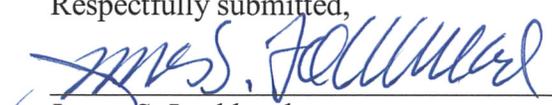


Robert J. Mahoney
Director of Engineering

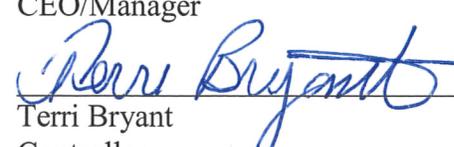


Patti Wells
General Counsel

Respectfully submitted,



James S. Lochhead
CEO/Manager



Terri Bryant
Controller

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-B-1

Revenue Bond Reimbursement Resolution

Action by Consent

Action

Information

Summary:

Denver Water expects to spend approximately \$630 million for expansion and replacement capital projects in the next few years. Most of these expenditures are anticipated to be financed with the proceeds from the sale of revenue bonds.

Adoption of this resolution will enable the Board to use proceeds from tax-exempt revenue bonds to finance capital expenditures incurred in 2016 and beyond. IRS regulations require that the Board declare its intent to use tax-exempt bond proceeds to reimburse itself for eligible project expenditures incurred no more than 60 days prior to the adoption of this resolution.

This resolution does not authorize the issuance of securities nor does it irrevocably commit the Board to issue the securities. All actions needed to issue securities or to otherwise commit the Board to any action will be brought to the Board in a more detailed form at a later date.

Recommendation:

It is recommended that the Board adopt the attached reimbursement resolution, thereby declaring its official intent to reimburse itself for the expenditures from the proceeds of one or more series of bonds expected to be in a maximum aggregate principal amount of \$630 million.

Approvals:



Angela C. Bricmont
Director of Finance

Respectfully submitted,



James S. Lochhead
CEO/Manager



Patricia L. Wells
General Counsel

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 24, 2016

Board Item: II-B-2

**Personnel Policies Amendments
Regarding Compensation Policies: Chapters 1, 8 and 12**

Action by Consent

Action

Information

It is recommended the Board amend Chapters 1, 2, 8 and 12 of the *Personnel Policies* in response to items identified in the Compensation and Payroll Audits and Compensation Study. The changes support the Total Rewards Philosophy. They assure consistency and flexibility in pay adjustments, while taking into consideration the alignment with the external market and internal equity.

Changes are also being recommended to modernize certain terms, including changing “classification audit” to “job evaluation,” and “class specification” to “job description.” Additional changes clarify the job evaluation process.

Recommendation:

It is recommended that the Board approve the changes to the following sections of the *Personnel Policies* contained in the attachment:

- Chapter 1 – Definitions;
- Chapter 2-2 – Work Schedule;
- Chapter 8-3 – Job Audit for New or Changed Position;
- Chapter 12-2 – Pay Increase, Merit Payment and Reduction in Pay;
- Chapter 12-3 – Miscellaneous Pay Provisions; and
- Chapter 12-4 – Pay for Working Out-of-Class

Approvals:

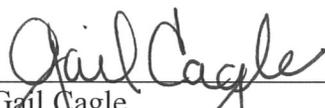
Respectfully submitted,



 Patricia L. Wells
 General Counsel



 James S. Lochhead
 CEO/Manager



 Gail Cagle
 Director of Human Resources