

LIABILITY COVERAGE REPORT

CHERRY HILLS NORTH METROPOLITAN DISTRICT
PO BOX 3110
Parker, CO 80134
303-841-3474

Prepared in part by:

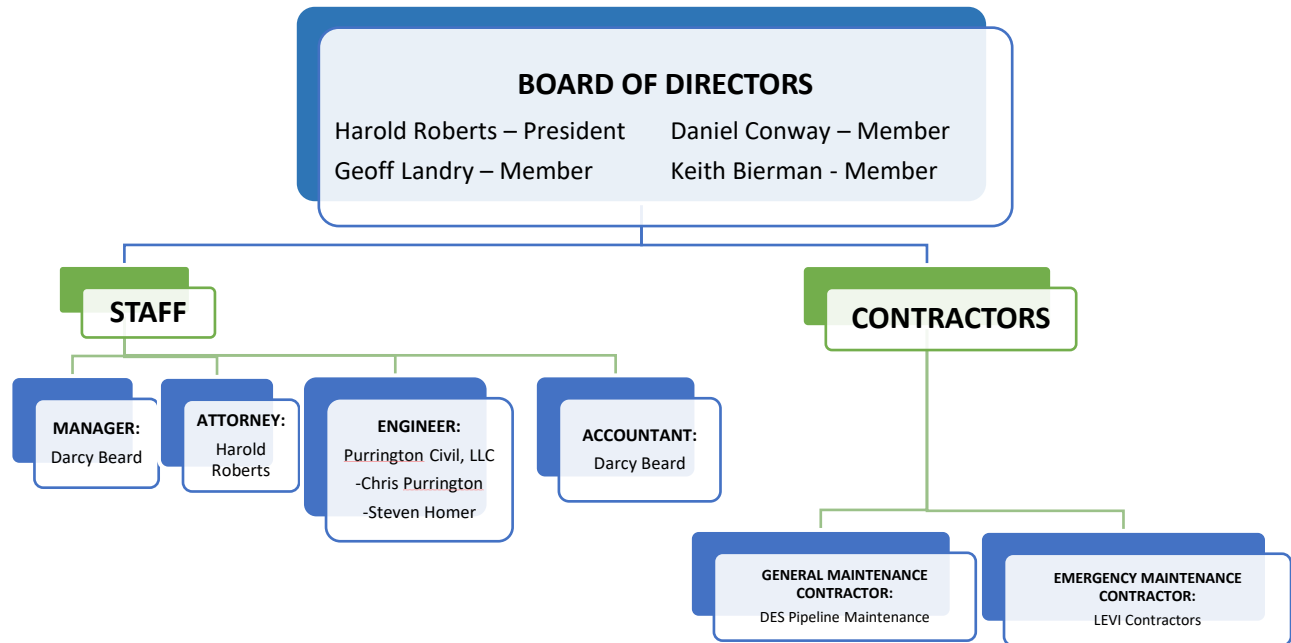


1299 Washington Avenue, Suite 280
Golden, CO 80401
Phone: 303.981.8502
Fax: 303.957.2224

May 2017

PREFACE

This Liability Coverage Report has been prepared in accordance with the Liability Endorsement as written by the Colorado Special Districts Property and Liability Pool. The information included herein was compiled by the District Engineer. This report shall remain on file at the District Office.



DISTRICT MANAGER

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20363 E Top T Ranch Place
Parker, CO 80134
303-594-5488
darcybeardcpa@comcast.net

DISTRICT ENGINEER

Purrington Civil, LLC
Chris Purrington
1299 Washington Avenue
Suite 280
Golden, CO 80401
303-981-8502
chris@purringtoncivil.com

DISTRICT ATTORNEY

Harold Roberts
4051 S Holly Street
Cherry Hills Village, CO 80111
303-756-9050
hrroberts51@gmail.com

**CHERRY HILLS NORTH METROPOLITAN DISTRICT
PO BOX 3110
PARKER, COLORADO 80134**

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OPERATION PARAMETERS AND SYSTEM INFORMATION

a. Sanitary Sewer Mapping

The District Engineer produces the District Mapping. The Key Maps depict the sanitary sewer infrastructure including all sanitary sewer mains and manholes. Refer to Exhibit 1.

b. Mapping Updates

The Key Maps are updated on an annual basis as the infrastructure is improved or changed. Refer to Exhibit 1.

c. Materials, Sizes & Direction of Flow

The Key Maps label the sanitary sewer infrastructure including pipe length, pipe type, pipe size, and direction of flow. All manholes are uniquely labeled. Refer to Exhibit 1.

d. Pipe Inventory

A Summary of Sanitary Sewer System Components is maintained by the District Engineer. It is a spreadsheet of pipe inventory including location, pipe size, upstream & downstream manholes, pipe type, and pipe size. Refer to Exhibit 2.

e. Inspection & Maintenance Schedules

The District jet cleans and video inspects the entire sanitary sewer infrastructure system on a 2-year rotating schedule. The District has been divided into two (2) basins (east basin and west basin).

Refer to Exhibit 3 for Annual Maintenance Program Map.

f. Emergency Response Plan

The District maintains an Emergency Response Plan in the event of sanitation back-ups and other conditions that may cause either flooding or damage to private property. Refer to the Emergency Response Plan prepared by Purrington Civil, LLC dated May 2017. Refer to Exhibit 4.

ROUTINE SANITATION LINE MAINTENANCE

a. Work Schedule

All work to the sanitary sewer infrastructure, either new construction or rehabilitation, is logged in the pipe inventory spreadsheet. Refer to Exhibit 2 for the Summary of Sanitary Sewer System Components. All related construction plans and contracts are on file at the office of the District Engineer.

b. Inspections

TV inspections are performed annually on a 2-year rotating schedule. Refer to Exhibit 3 for the Jet Cleaning and Video Inspection Summary.

The District hires an outside contractor to perform video inspections. Refer to Exhibit 3 for an example of spreadsheets & maps provided to the contractor in order to perform the work. The outside contractor provides reports from their work. The reports are on file at the District Engineer's office.

c. Inspection Procedure

TV inspection videos are reviewed by the District Engineer. The District Engineer documents any defects whether minor, moderate or significant. Refer to Exhibit 5 for Defects Maps.

d. Accelerated Cleaning Plan

Jet cleanings are performed annually on a 2-year rotating schedule, opposite of the video inspection.

The District hires an outside contractor to perform jet cleaning. Refer to Exhibit 3 for an example of spreadsheets & maps provided to the contractor in order to perform the work.

e. Outside Contractors

Outside Contractors are hired to perform inspections, maintenance and repair work. Non-emergency inspections and cleanings are performed by DES Pipeline Maintenance, Inc. Emergency repairs requiring inspections, cleanings, sewer back-ups, emergency vacuuming are performed by Jmax LLC Pipeline Maintenance. Emergency repairs requiring excavations are performed LEVI Contractors, Inc. or SWI Excavating, Inc.

The contact information for the Outside Contractors are as follows:

DES Pipeline Maintenance, Inc.
PO Box 337660
Greeley, CO 80633
970-381-3771

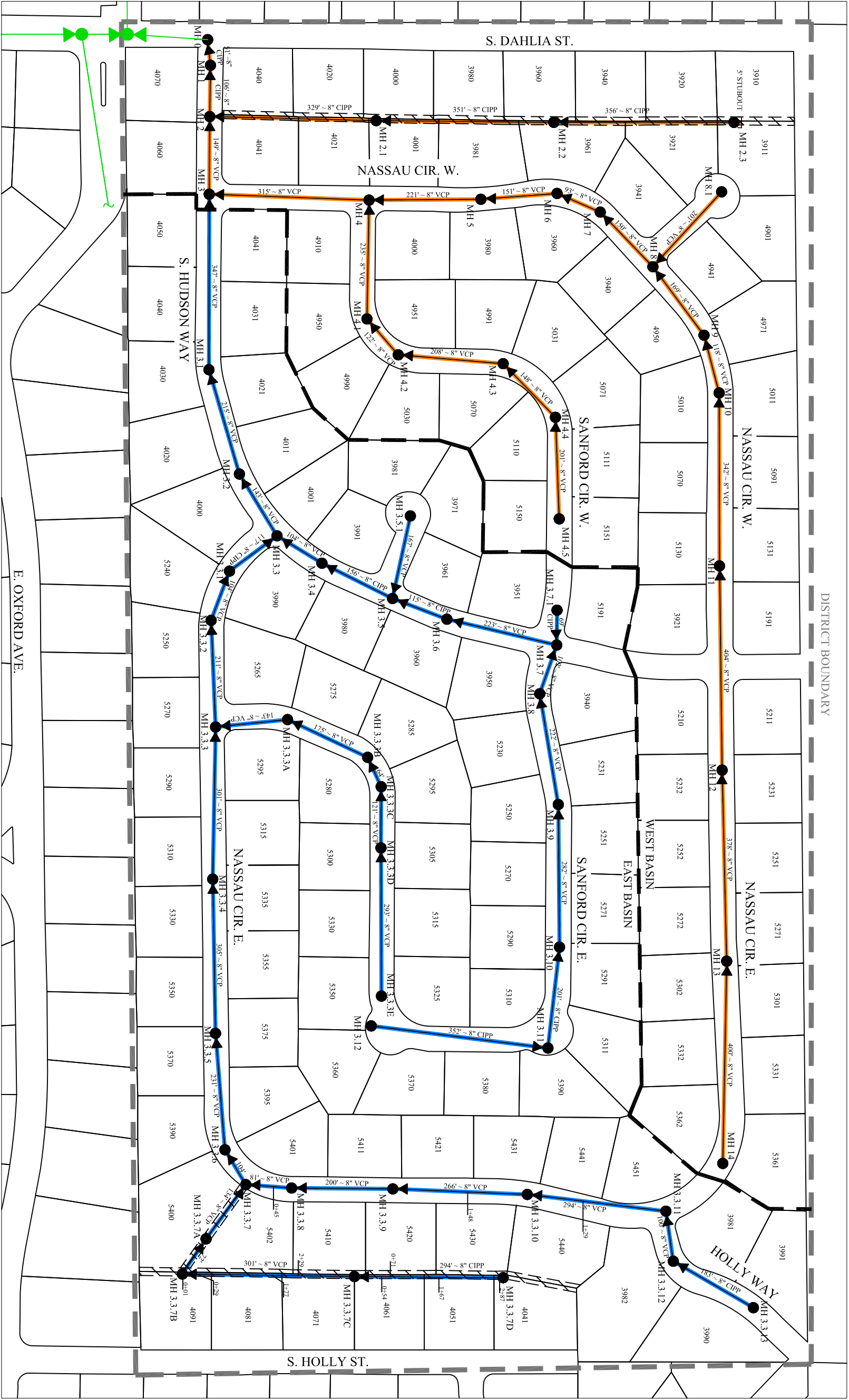
Jmax LLC Pipeline
2773 South Riverview Drive
PO Box 262
Idledale, CO 80453
303-697-6066

LEVI Contractors Inc.
10981 Brighton Road
Henderson, CO 80640
303-919-3126

SWI Excavating, Inc.
2331 West Hampden Avenue, Unit 133
Sheridan, CO 80110
303-250-9245

f. Outside Contractor Audit

The District Manager is in contact with each Outside Contractor several times per year to ensure adequate service would be received in the event of work.



DATE	REVISION	BY

2017 KEY MAPS
CHERRY HILLS NORTH
METROPOLITAN DISTRICT

PURRINGTON
CIVIL LLC
1299 WASHINGTON AVENUE
SUITE 280
GOLDEN, CO 80401
Phone: 303.981.8502
Fax: 303.957.2224
www.PurringtonCivil.com

SANITARY SEWER
KEY MAP

SCALE: AS NOTED

Summary of Sanitary Sewer System Components

Cherry Hills North - East Basin

MAINTENANCE CATEGORY	BASIN	UPSTREAM MANHOLE	DOWNSTREAM MANHOLE	STREET	DWG FT	SIZE	TYPE	SCHEDULED DATE	COMPLETED DATE	COMMENTS
A	EAST	3.3.11	3.3.10	NASSAU CIR E	294	8	VCP			
A	EAST	3.1	3	S HUDSON WY	347	8	VCP			
A	EAST	3.3.3C	3.3.3B	SANFORD CIR E	64	8	VCP			
A	EAST	3.3.3B	3.3.3A	SANFORD CIR E	175	8	VCP			
A	EAST	3.3.3A	3.3.3	SANFORD CIR E	143	8	VCP			
A	EAST	3.3.3	3.3.2	NASSAU CIR E	211	8	VCP			
A	EAST	3.3.2	3.3.1	NASSAU CIR E	104	8	VCP			
A	EAST	3.3.3E	3.3.3D	SANFORD CIR E	293	8	VCP			
A	EAST	3.3.12	3.3.11	S HOLY WY	100	8	VCP			
A	EAST	3.3.4	3.3.3	NASSAU CIR E	301	8	VCP			
A	EAST	3.3.10	3.3.9	NASSAU CIR E	266	8	VCP			
A	EAST	3.3.1	3.3	NASSAU CIR E	117	8	CIPP			
A	EAST	3.3	3.2	S HUDSON WY	143	8	VCP			
A	EAST	3.2	3.1	S HUDSON WY	215	8	VCP			
A	EAST	3.12	3.11	SANFORD CIR E	352	8	CIPP			
A	EAST	3.11	3.10	SANFORD CIR E	201	8	CIPP			
A	EAST	3.10	3.9	SANFORD CIR E	282	8	VCP			
A	EAST	3.3.13	3.3.12	S HOLY WY	183	8	CIPP			
A	EAST	3.3.8	3.3.7	NASSAU CIR E	81	8	VCP			
A	EAST	3.8	3.7	SANFORD CIR E	102	8	VCP			
A	EAST	3.7.1	3.7	SANFORD CIR W	69	8	CIPP			
A	EAST	3.7	3.6	S HUDSON WY	223	8	VCP			
A	EAST	3.6	3.5	S HUDSON WY	115	8	CIPP			
A	EAST	3.5.1	3.5	S HUDSON WY	167	8	VCP			
A	EAST	3.5	3.4	S HUDSON WY	156	8	CIPP			
A	EAST	3.3.3D	3.3.3C	SANFORD CIR E	121	8	VCP			
A	EAST	3.3.9	3.3.8	NASSAU CIR E	200	8	VCP			
A	EAST	3.9	3.8	SANFORD CIR E	222	8	VCP			
A	EAST	3.3.7D	3.3.7C	EASEMENT	294	8	CIPP			
A	EAST	3.3.7C	3.3.7B	EASEMENT	301	8	VCP			
A	EAST	3.3.7B	3.3.7A	EASEMENT	72	8	VCP			

Summary of Sanitary Sewer System Components

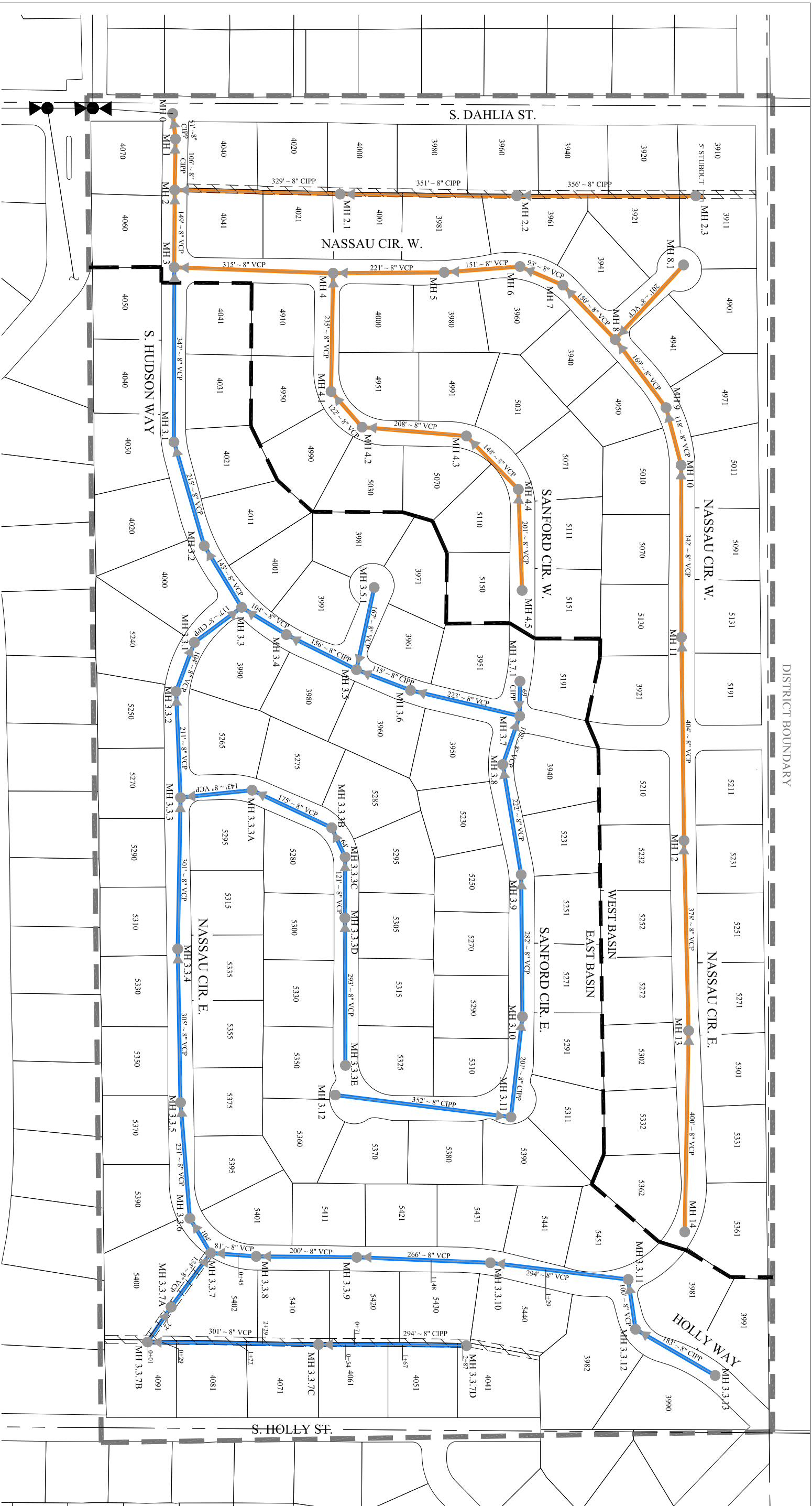
Cherry Hills North - East Basin

MAINTENANCE CATEGORY	BASIN	UPSTREAM MANHOLE	DOWNSTREAM MANHOLE	STREET	DWG FT	SIZE	TYPE	SCHEDULED DATE	COMPLETED DATE	COMMENTS
A	EAST	3.3.7A	3.3.7	EASEMENT	134	8	VCP			
A	EAST	3.3.7	3.3.6	NASSAU CIR E	104	8	VCP			
A	EAST	3.3.6	3.3.5	NASSAU CIR E	231	8	VCP			
A	EAST	3.3.5	3.3.4	NASSAU CIR E	305	8	VCP			
A	EAST	3.4	3.3	S HUDSON WY	104	8	VCP			
Record Drawing Footage									6,792	

Summary of Sanitary Sewer System Components

Cherry Hills North - West Basin

MAINTENANCE CATEGORY	BASIN	UPSTREAM MANHOLE	DOWNSTREAM MANHOLE	STREET	RECORD FT	SIZE	TYPE	SCHEDULED DATE	COMPLETED DATE	REPORT #	COMMENTS
B	WEST	4.1	4	SANFORD CIR W	235	8	VCP				
B	WEST	10	9	NASSAU CIR W	118	8	VCP				
B	WEST	11	10	NASSAU CIR W	342	8	VCP				
B	WEST	12	11	NASSAU CIR W	404	8	VCP				
B	WEST	13	12	NASSAU CIR E	378	8	VCP				
B	WEST	14	13	NASSAU CIR E	400	8	VCP				
B	WEST	2	1	S HUDSON WY	106	8	CIP				
B	WEST	2.1	2	EASEMENT	329	8	CIP				
B	WEST	2.2	2.1	EASEMENT	351	8	CIP				
B	WEST	2.3	2.2	EASEMENT	356	8	CIP				
B	WEST	1	0	S HUDSON WY	51	8	CIP				
B	WEST	4	3	NASSAU CIR W	315	8	VCP				
B	WEST	9	8	NASSAU CIR W	169	8	VCP				
B	WEST	4.2	4.1	SANFORD CIR W	122	8	VCP				
B	WEST	4.3	4.2	SANFORD CIR W	208	8	VCP				
B	WEST	4.4	4.3	SANFORD CIR W	148	8	VCP				
B	WEST	4.5	4.4	SANFORD CIR W	201	8	VCP				
B	WEST	5	4	NASSAU CIR W	221	8	VCP				
B	WEST	6	5	NASSAU CIR W	151	8	VCP				
B	WEST	7	6	NASSAU CIR W	93	8	VCP				
B	WEST	8	7	NASSAU CIR W	150	8	VCP				
B	WEST	8.1	8	NASSAU CIR W	201	8	VCP				
B	WEST	3	2	S HUDSON WY	149	8	VCP				
Record Drawing Footage									5,198		



BY	REVISION	DATE

2017 KEY MAPS
CHERRY HILLS NORTH
METROPOLITAN DISTRICT

PURRINGTON
CIVIL LLC
1299 WASHINGTON AVENUE
SUITE 280
GOLDEN, CO 80401
Phone: 303.981.8502
Fax: 303.957.2224
www.PurringtonCivil.com

2017 MAINTENANCE
PROGRAM

SCALE: AS NOTED

CHERRY HILLS NORTH METROPOLITAN DISTRICT

Cherry Hills North Scheduled Videos,

January 2017

MAINTENANCE CATEGORY	BASIN	UPSTREAM MANHOLE	DOWNSTREAM MANHOLE	STREET	DWG FT	SIZE	TYPE	SCHEDULED DATE	COMPLETED DATE	COMMENTS
A	EAST	3.3.11	3.3.10	NASSAU CIR E	294	8	VCP	01/17		
A	EAST	3.1	3	S HUDSON WY	347	8	VCP	01/17		
A	EAST	3.3.3C	3.3.3B	SANFORD CIR E	64	8	VCP	01/17		
A	EAST	3.3.3B	3.3.3A	SANFORD CIR E	175	8	VCP	01/17		
A	EAST	3.3.3A	3.3.3	SANFORD CIR E	143	8	VCP	01/17		
A	EAST	3.3.3	3.3.2	NASSAU CIR E	211	8	VCP	01/17		
A	EAST	3.3.2	3.3.1	NASSAU CIR E	104	8	VCP	01/17		
A	EAST	3.3.3E	3.3.3D	SANFORD CIR E	293	8	VCP	01/17		
A	EAST	3.3.12	3.3.11	S HOLY WY	100	8	VCP	01/17		
A	EAST	3.3.4	3.3.3	NASSAU CIR E	301	8	VCP	01/17		
A	EAST	3.3.10	3.3.9	NASSAU CIR E	266	8	VCP	01/17		
A	EAST	3.3.1	3.3	NASSAU CIR E	117	8	CIPP	01/17		
A	EAST	3.3	3.2	S HUDSON WY	143	8	VCP	01/17		
A	EAST	3.2	3.1	S HUDSON WY	215	8	VCP	01/17		
A	EAST	3.12	3.11	SANFORD CIR E	352	8	CIPP	01/17		
A	EAST	3.11	3.10	SANFORD CIR E	201	8	CIPP	01/17		
A	EAST	3.10	3.9	SANFORD CIR E	282	8	VCP	01/17		
A	EAST	3.3.13	3.3.12	S HOLY WY	183	8	CIPP	01/17		
A	EAST	3.3.8	3.3.7	NASSAU CIR E	81	8	VCP	01/17		
A	EAST	3.8	3.7	SANFORD CIR E	102	8	VCP	01/17		
A	EAST	3.7.1	3.7	SANFORD CIR W	69	8	CIPP	01/17		
A	EAST	3.7	3.6	S HUDSON WY	223	8	VCP	01/17		
A	EAST	3.6	3.5	S HUDSON WY	115	8	CIPP	01/17		
A	EAST	3.5.1	3.5	S HUDSON WY	167	8	VCP	01/17		
A	EAST	3.5	3.4	S HUDSON WY	156	8	CIPP	01/17		
A	EAST	3.3.3D	3.3.3C	SANFORD CIR E	121	8	VCP	01/17		
A	EAST	3.3.9	3.3.8	NASSAU CIR E	200	8	VCP	01/17		
A	EAST	3.9	3.8	SANFORD CIR E	222	8	VCP	01/17		
A	EAST	3.3.7D	3.3.7C	EASEMENT	294	8	CIPP	01/17		
A	EAST	3.3.7C	3.3.7B	EASEMENT	301	8	VCP	01/17		
A	EAST	3.3.7B	3.3.7A	EASEMENT	72	8	VCP	01/17		

Cherry Hills North Scheduled Videos, January 2017

COMMENTS	COMPLETED DATE	SCHEDULED DATE	TYPE	SIZE	DWG FT	STREET	DOWNSTREAM MANHOLE	UPSTREAM MANHOLE	BASIN	MAINTENANCE CATEGORY
		01/17	VCP	8	134	EASEMENT	3.3.7	3.3.7A	EAST	A
		01/17	VCP	8	104	NASSAU CIR E	3.3.6	3.3.7	EAST	A
		01/17	VCP	8	231	NASSAU CIR E	3.3.5	3.3.6	EAST	A
		01/17	VCP	8	305	NASSAU CIR E	3.3.4	3.3.5	EAST	A
		01/17	VCP	8	104	S HUDSON WY	3.3	3.4	EAST	A
Record Drawing Footage									6,792	

Cherry Hills North Scheduled Jet Cleaning,

January 2017

MAINTENANCE CATEGORY	BASIN	UPSTREAM MANHOLE	DOWNSTREAM MANHOLE	STREET	RECORD FT	SIZE	TYPE	SCHEDULED DATE	COMPLETED DATE	REPORT #	COMMENTS
B	WEST	4.1	4	SANFORD CIR W	235	8	VCP	01/17			
B	WEST	10	9	NASSAU CIR W	118	8	VCP	01/17			
B	WEST	11	10	NASSAU CIR W	342	8	VCP	01/17			
B	WEST	12	11	NASSAU CIR W	404	8	VCP	01/17			
B	WEST	13	12	NASSAU CIR E	378	8	VCP	01/17			
B	WEST	14	13	NASSAU CIR E	400	8	VCP	01/17			
B	WEST	2	1	S HUDSON WY	106	8	CIP	01/17			
B	WEST	2.1	2	EASEMENT	329	8	CIP	01/17			
B	WEST	2.2	2.1	EASEMENT	351	8	CIP	01/17			
B	WEST	2.3	2.2	EASEMENT	356	8	CIP	01/17			
B	WEST	1	0	S HUDSON WY	51	8	CIP	01/17			
B	WEST	4	3	NASSAU CIR W	315	8	VCP	01/17			
B	WEST	9	8	NASSAU CIR W	169	8	VCP	01/17			
B	WEST	4.2	4.1	SANFORD CIR W	122	8	VCP	01/17			
B	WEST	4.3	4.2	SANFORD CIR W	208	8	VCP	01/17			
B	WEST	4.4	4.3	SANFORD CIR W	148	8	VCP	01/17			
B	WEST	4.5	4.4	SANFORD CIR W	201	8	VCP	01/17			
B	WEST	5	4	NASSAU CIR W	221	8	VCP	01/17			
B	WEST	6	5	NASSAU CIR W	151	8	VCP	01/17			
B	WEST	7	6	NASSAU CIR W	93	8	VCP	01/17			
B	WEST	8	7	NASSAU CIR W	150	8	VCP	01/17			
B	WEST	8.1	8	NASSAU CIR W	201	8	VCP	01/17			
B	WEST	3	2	S HUDSON WY	149	8	VCP	01/17			
Record Drawing Footage									5,198		

**EMERGENCY RESPONSE PLAN
CHERRY HILLS NORTH METROPOLITAN DISTRICT
P.O. BOX 3110
PARKER, CO 80134**

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GENERAL INFORMATION

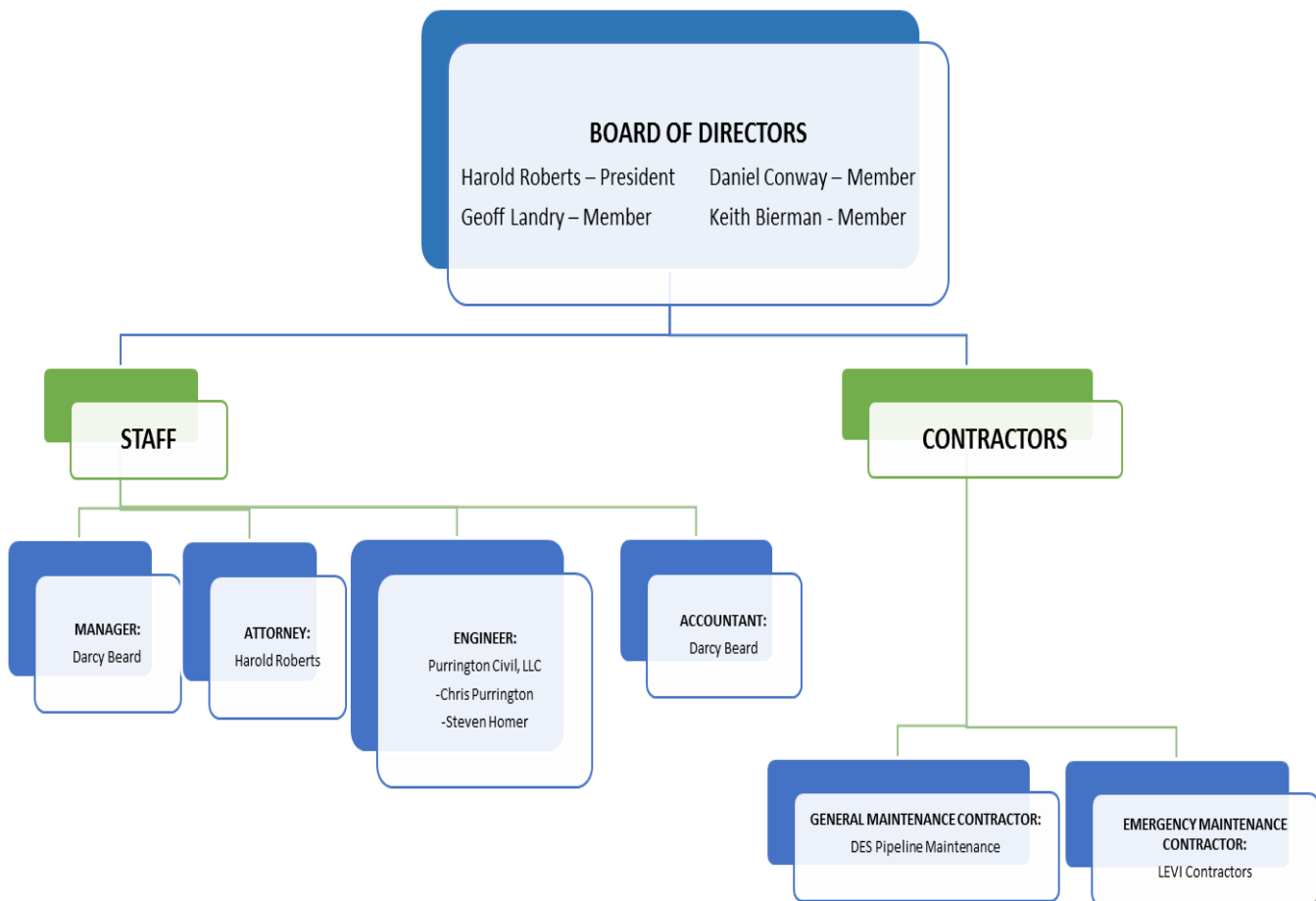
A. PURPOSE

This Emergency Response Plan (ERP) has been prepared to provide guidance to the Cherry Hills North Metropolitan District (District) and its consultants during emergency situations. The information provided herein includes procedures & checklists that will be useful during such situations in order to assess the issues and to effectively respond without endangering the public and while efficiently mitigating property damage.

The ERP is not a Vulnerability Assessment (VA). The ERP does not outline daily operations and maintenance. It is an outline of procedures to be followed should an emergency occur to District facilities.

B. ORGANIZATIONAL CHART

Emergency Preparedness Plan Cherry Hills North Metropolitan Organization Chart



C. CONTACTS

Board Members

Harold Roberts, Board President

Daniel Conway, Member

Geoff Landry, Member

Keith Bierman, Member

Marcus McAskin, Member

Consultants

District Engineer

Purrington Civil, LLC
1299 Washington Avenue, Suite 280
Lakewood, Colorado 80401

Chris Purrington, Principal
303-981-8502 (Cell)
Chris@PurringtonCivil.com

Steven Homer, Associate Principal
303-913-6514 (Cell)
Steve@PurringtonCivil.com

District Manager and Accountant

Darcy Beard
20363 East Top T-Ranch Place
Parker, Colorado 80134
303-841-3474 (Office)
303-594-5488 (Cell)
DarcyBeardCPA@Comcast.net

District Attorney

Harold Roberts
Harold.roberts@chnorthmetro.us

Contractors

Maintenance – Sewer Main Cleaning, Sewer Main & Service Video Inspections, Root Cutting

DES Pipeline Maintenance, Inc.
PO Box 337660
Greeley, Colorado 80633
970-371-5251 (Office)
970-381-3771 (Cell)
Dale@DES-DalesEnviro.com

Jmax LLC Pipeline
2773 South Riverview Drive
PO Box 262
Idledale, Colorado 80453
303-697-6066

Repairs – Sewer Main & Service Repairs

LEVI Contrators, Inc.
10981 Brighton Road
Henderson, CO 80640

SWI Excavating, Inc.
2331 West Hampden Avenue, Unit 133
Sheridan, Colorado 80110
303-250-9245 (Office)
303-356-0599 (Cell)
Scott@SWIExcavating.com

Cleaning Services

All Dry Water & Fire Damage Experts
905 West Illiff Avenue
Denver, Colorado 80223
303-478-6127 (Office)

Disaster Restoration, Inc.
12081 West Alameda Parkway, Suite 423
Lakewood, Colorado 80228
303-536-7137 (Office)
info@ColoradoDisasterRestoration.com

Palace Construction
7 South Galapago Street
Denver, Colorado 80223
303-777-7999 (Office)
info@PalaceConst.com

Servpro of Lakewood – Ken Caryl
697 South Pierce Avenue
Louisville, Colorado 80027
303-973-4664 (Office)
Servpro1444@Servproofgreaterboulder.com

Belfor Colorado
5085 Kalamath Street
Denver, Colorado 80221
303-425-9700 (Office)
800-466-4228 (Emergency)

Local Jurisdictions

City of Cherry Hills Village Public Works Department
2450 E. Quincy Avenue
Cherry Hills Village, CO 80113
(303) 783-2731

Colorado Department of Public Health & Environment
4300 South Cherry Creek Drive South
Denver, Colorado 80246
303-692-2000 (Office)
877-518-5608 (Emergency)

Colorado Department of Transportation – Littleton Residency
8833 South Wadsworth Court
Littleton, Colorado 80128
303-512-5456 (Office)

Cherry Creek School District #5
4700 South Yosemite Street
Greenwood Village, Colorado 80111
303-773-1184 (Office)

Metro Wastewater Reclamation District
6450 York Street
Denver, Colorado 80229
303-286-3000 (Office)

Tri-County Health Department
Administrative Office
7000 East Belleview Avenue, Suite 301
Englewood, Colorado 80111
303-220-9200 (Office)
303-890-0230 (Emergency)

Urban Drainage & Flood Control District
2480 West 26th Avenue, Suite 156-B
Denver, Colorado 80211
303-455-6277 (Office)

Utility Notification Center of Colorado
16361 Table Mountain Parkway
Golden, Colorado 80403
811 (Emergency)

Utility Companies

Comcast / Xfinity
800-266-2278 (Office)

Denver Water Department
1600 West 12th Avenue
Denver, Colorado 80204
303-628-6000 (Office)

Xcel Energy
800-895-1999 (Electrical Outages)
800-895-2999 (Gas Leaks)

Police & Fire Departments

Cherry Hills Village Police Department
2450 E. Quincy Avenue
Englewood, CO 80113
303-761-8711

Denver Fire Department – Station 22
3530 S Monaco Pkwy
Denver, CO 80237
303-692-5613

II. PUBLIC INFORMATION PROCEDURE

A. PUBLIC INFORMATION POLICY

The District will provide timely, accurate and useful information to its customers in the event of an emergency.

The goal of providing such information is to allow the customers to make responsible decisions for the health of their families and the safety of their property, as well as to inform the customers of the District's steps to provide reliable service through established procedures during an emergency. Communication with the news media outlets provides information to the residents through the major Denver television stations with news operations, the predominant all-news radio stations and the daily newspapers. Other measures, such as handbill distribution and community meetings will also be employed as necessary.

The predominant laws affecting public information and government agencies are the Open Records Law (CRS 24-72-101) and the Open Meeting Law (CRS 24-6-401).

The few exceptions to these statutes are:

- Names and addresses of customers
- Personal records
- Contracts under discussion
- Evaluations and valuations of real estate under consideration of purchase by the governmental entity.

Any questions or concerns about the application of laws pertaining to public records and meetings should be discussed with the District Attorney. In most instances, members of the public, after reasonable notice to the District, are entitled to factual information and documents relating to public health and safety. This includes service plans, laboratory reports and incident reports. The public can be expected to pay reasonable costs for copies of the information.

B. DISTRICT SPOKESPERSON

The District authorizes the District Manager, Darcy Beard, as the spokesperson and media liaison for the District. When the District Manager is unavailable, the District Attorney, Harold Roberts, or District Engineer, Chris Purrington, is authorized as spokesperson.

C. PUBLIC INFORMATION INVOLVEMENT

The following classifies and describes various classes of emergencies.

Class 1 – Minor Emergency (No public information involvement)

- Loss of service to 10 homes or less
- Sewer backup causing minor property damage
- Sewer main break causing traffic disruption
- Unlawful discharge or dumping of waste in District sewage system

Class 2 – Major Emergency

- Significant loss of service (more than 10 homes)
- Significant loss of service for a prolonged period of time (more than 10 homes)
- Damage to facilities caused by vandalism which causes interruption of service for longer than 24 hours
- Backup or break in large outfall line with property damage in excess of \$50,000
- Flammable substance (i.e. gasoline, oil) discharged into District sanitary sewer system
- Unlawful discharge or dumping of contaminated waste into District sanitary sewer system

Class 3 – Disaster

- Extensive loss of service for prolonged period of time due to severe flooding

D. EMERGENCY RESPONSE

Each emergency, because of its nature, may dictate a particular course of action. The strategies and steps outlined below by class serve as a guideline for the level of response and District involvement.

Class 1 – Minor Emergency

- Representatives from the District and/or District Engineer's staffs will respond to customer calls with the help of the staff members who are familiar with the situation.
- Notify residents in the immediate area.
- If necessary, the District Manager, District Engineer or District Attorney prepares a news release or statement, which is reviewed and edited by the District's Board President.
- If necessary, the District Manager, District Engineer or District Attorney reviews news coverage and calls corrections to any statements which may have been published in error.

Class 2 – Major Emergency

- The District Manager, District Engineer or District Attorney are notified of the situation as part of a chain of command.
- The District Manager, District Engineer or District Attorney proceeds to the scene of the emergency to be apprised of the facts surrounding the incident and determines the action of restoring service.
- In the event of news media appearing at the scene of the emergency, the District Manager, District Engineer or District Attorney escorts the news media at the scene and provides them with an accurate overview of the situation.
- The District Attorney and/or District Engineer, in conjunction with the District Board President and/or District Manager, collaborate on a statement and/or news release.
- The District Attorney, District Manager and/or District Engineer call the news media with a news release, emails to appropriate media and provides a copy to District Staff for calls from customers.
- In the event that City of Denver Emergency Services is involved or the Public Information Officer from a responding agency (City of Denver Police Department or City of Denver Fire Department), the District Attorney, District Manager and/or District Engineer will establish coordination for media relations and any statements.
- Based on the number and intensity of inquiries from customers, the District Manager, District Engineer and/or District Attorney may begin implementing a plan to distribute bulletins door-to-door using District Staff, contract carriers, Boy Scouts or volunteers. Distribution to be performed with the District Board President's consent.
- The District Attorney, District Manager and/or District Engineer shall provide updated information and date to media outlets in advance of television newscasts and print deadlines to ensure that the information is timely and most current.
- The District Manager, District Engineer and/or District Attorney shall remain on site or be readily available to handle media inquiries and to provide hourly consultation.

Class 3 – Disaster

- The District Manager, District Engineer or District Attorney are notified of the situation as part of a chain of command.
- The District Manager, District Engineer and/or District Attorney proceed to District Office to be apprised of facts surrounding the incident and potential for restoring service.
- The District Attorney and/or District Engineer, in conjunction with the District Board President and/or District Manager, collaborate on a statement and/or news release
- In the event of news media appearing at the scene of the emergency, the District Manager, District Engineer or District Attorney escorts the news media at the scene and provides them with an accurate overview of the situation.

- The District Attorney, District Manager and/or District Engineer call the news media with a news release, emails to appropriate media and provides a copy to District Staff for calls from customers.
- In the event that City of Denver Emergency Services is involved or the Public Information Officer from a responding agency (City of Denver Police Department or City of Denver Fire Department), the District Attorney, District Manager and/or District Engineer will establish coordination for media relations and any statements.
- The District Attorney, District Manager and/or District Engineer shall provide updated information and date to media outlets in advance of television newscasts and print deadlines to ensure that the information is timely and most current.
- The District Manager, District Engineer and/or District Attorney implements a plan to distribute bulletins door-to-door using District Staff, contract carriers, Boy Scouts or volunteers. Distribution to be performed with the District Board President's consent.
- The District Manager, District Engineer and/or District Attorney shall tour the District with available Board Members to answer public inquiries and to disseminate information.
- The District Manager, District Engineer and/or District Attorney shall remain on site or be readily available to handle media inquiries and to provide hourly consultation.

E. NEWS MEDIA

The first priority will be to immediately service television and radio operations followed by daily newspapers. Weekly newspapers with less intensive deadlines will be handled as a lesser priority. Television news crews who appear for live coverage will receive on-scene attention from the District Attorney, District Manager and/or District Engineer. Live radio interviews will also receive priority treatment.

III. EMERGENCIES

A. SEWAGE BACKUP

1. MAIN LINES

- Backup call received by District Manager and/or District Engineer
- Call Emergency Contractor
- District Staff on site to coordinate emergency response
- Emergency Contractor responds and determines backup is in main line
- Sewage has backed up into customer's basement
- Emergency Contractor clears blockage
- Emergency Contractor cleans main line and manholes
- District Manager or Emergency Contractor calls Cleaning Service
- Emergency Contractor and/or District Manager meets with affected homeowner(s) and obtains signed authorization form(s)
- Emergency Contractor and/or District Manager completes a damage assessment and gives a written report to District
- Cleaning Service meets with homeowner(s), completes a damage assessment, takes photos and cleans basement(s)
- Cleaning Service submits written report & invoice to District
- District Manager and/or District Engineer calls District Attorney, Board President, Insurance Company, Tri-County Health Department and Colorado Department of Public Health & Environment
- District Manager or District Attorney fill out insurance forms, writes follow up letters to agencies and calls homeowner(s) to follow up

2. SERVICE LINES

- Backup call received by District Manager and/or District Engineer
- Call Emergency Contractor
- Emergency Contractor responds and determines backup is in service line
- Emergency Contractor informs homeowner they will need to contact service line contractor
- District Manager or District Attorney call homeowner to follow up

3. MANHOLES & METER STATIONS

- Backup call received by District Manager and/or District Engineer
- Call Emergency Contractor
- District Staff on site to coordinate emergency response
- Emergency Contractor takes immediate action to clear blockage
- District Manager and/or Emergency Contractor prepares incident report
- If sewage spill occurs, the District Manager and/or District Engineer shall call the District Attorney, District Board President, Insurance Company, Tri-County Health Department and Colorado Department of Public Health & Environment

- If necessary, the District Manager shall fill out the appropriate insurance forms

B. SEWAGE SPILL

- Sewage spill call received by District Manager and/or District Engineer
- District Staff assesses the situation and initiates cleanup operation
- District Manager contacts appropriate agencies and prepares written notification report to the Tri-County Health Department and the Colorado Department of Public Health & Environment
- District Manager and/or District Engineer calls District Attorney, District Board President and Insurance Representative
- District Manager prepares incident report
- District Manager provides pictures, video or other documentation as necessary to document damages

C. FLOOD / EARTHQUAKE

- Flood or earthquake call received by District Manager and/or District Engineer
- District Manager proceeds to scene(s) of damaged facilities and determines the nature of repairs required
- District Manager briefs District Attorney and/or District Engineer to determine effort to be undertaken to repair facilities
- Appropriate media coverage is provided as per Part II of this ERP
- District Manager, District Attorney and/or District Engineer coordinate repairs to damaged facilities and property
- District Manager prepares incident report
- District Manager contacts appropriate agencies and prepares written notification report to the Tri-County Health Department and the Colorado Department of Public Health & Environment

D. CONFINED SPACE

- Confined space accident call received by District Manager and/or District Engineer
- District Manager proceeds to scene of confined space accident
- District Manager notifies emergency personnel (911)
- District Manager removes the person from the confined space in accordance with confined space procedures and OSHA standards
- District Manager prepares incident report

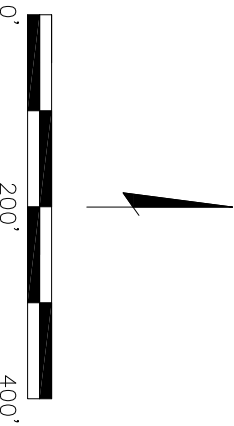
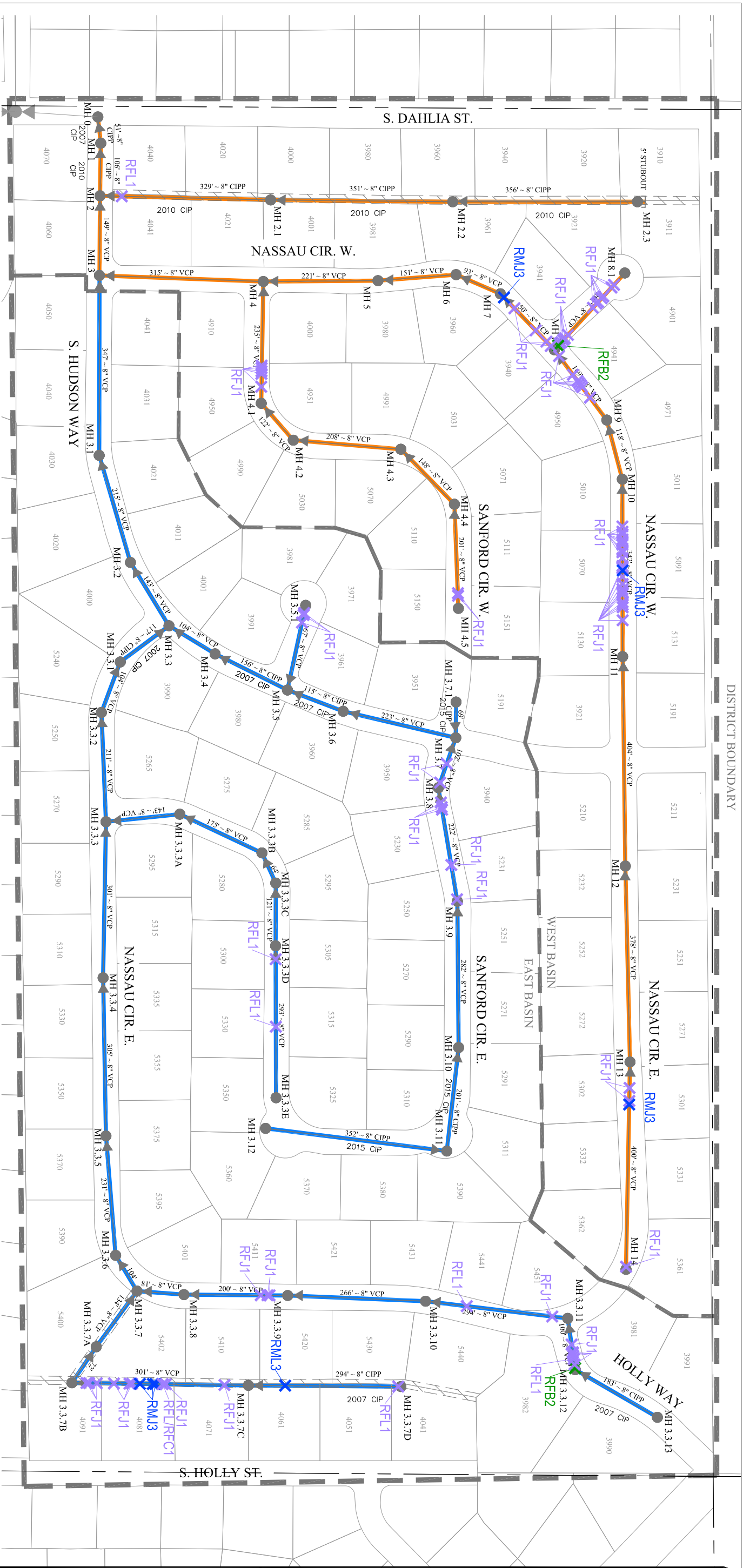
- District Manager and/or District Engineer calls District Attorney, District Board President and insurance company

E. VANDALISM

- Vandalism call received by District Manager and/or District Engineer
- District Manager proceeds to scene of vandalism
- District Manager notifies sheriff, police and/or other appropriate agencies
- District Manager documents vandalism damage with video and/or photos
- District Manager coordinates the repair for damaged facilities
- District Manager prepares incident report
- District Manager and/or District Engineer calls District Attorney, District Board President and insurance company

F. EXPLOSION

- Explosion call received by District Manager and/or District Engineer
- District Manager proceeds to scene of explosion and assesses the situation
- District Manager notifies emergency personnel (911) if necessary
- District Manager notifies sheriff, police and/or other appropriate agencies
- District Manager determines cause of explosion
- District Manager coordinates the repair for damaged facilities
- District Manager prepares incident report
- District Manager and/or District Engineer calls District Attorney, District Board President and insurance company



ROOTS LEGEND

- CODE

RMU3

ROOT GRADE
- CODE

RMU3

ROOT GRADE
- CODE

RBB = ROOT BALL BARREL

RBC = ROOT BALL CONNECTION

RBL = ROOT BALL LATERAL

RFB = ROOT FINE BARREL

RFC = ROOT FINE CONNECTION

RFL = ROOT FINE LATERAL

RTL = ROOT TAP LATERAL
- CODE

RMB = ROOT MEDIUM BARREL

RMC = ROOT MEDIUM CONNECTION

RML = ROOT MEDIUM LATERAL

RMU = ROOT MEDIUM JOINT

RTB = ROOT TAP BARREL

RTC = ROOT TAP CONNECTION

RTL = ROOT TAP LATERAL
- STRUCTURAL GRADE

1 = MINOR

2 = MODERATE TO MODERATE

3 = MODERATE

4 = SIGNIFICANT

MAINTENANCE LEGEND

	VIDEO	JET CLEANING
WEST BASIN	5,198 LF	2016
EAST BASIN	6,792 LF	2015

CHERRY HILLS NORTH
METROPOLITAN DISTRICT

BY	REVISION	DATE

CHERRY HILLS NORTH
METROPOLITAN DISTRICT

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CIVIL LLC

523 PARK POINT DRIVE
SUITE 330
GOLDEN, CO 80401
Phone: 303.981.8502
Fax: 303.957.2224
www.PurringtonCivil.com

ROOTS MAP

SCALE: AS NOTED