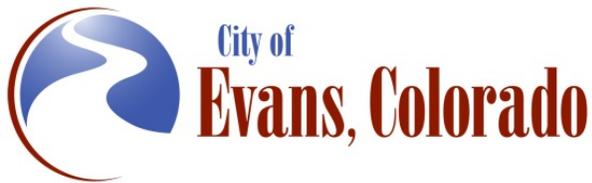


Evans Water and Sewer Board 2015



Meeting Agenda

March 19, 2015

3:30 pm

Evans Community Complex

Council Chambers

1100 37th Street, Evans, Colorado

I. CALL TO ORDER

II. ROLL CALL by Fred Starr

Chairman: Jeff Oyler
Vice Chairman: James Krenzel

Commissioners: Lee Morrion
Glenn Snyder
Vacant

OTHERS IN ATTENDANCE:

III. APPROVAL OF MINUTES

IV. AGENDA ITEMS

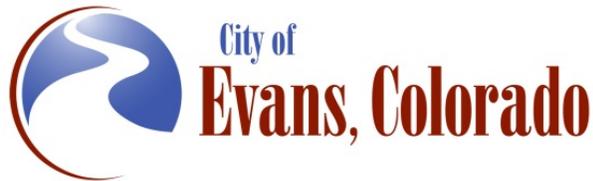
- a. Water Quality Report
- b. Irrigation Season – Ditch Rates
- c. WWTF UPDATE – Keith Meyers, Ditesco, Inc.

V. STAFF REPORTS

- a. Drought Plan – Water Restrictions
- b. 2014 Master Meter Reads (attachment)

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Evans Water and Sewer Board 2014



Meeting Minutes

December 4, 2014

3:30 pm

Evans Community Complex/
Council Chambers

1100 37th Street, Evans, Colorado

I. CALL TO ORDER @ 3:30pm

II. ROLL CALL by Fred Starr

Chairman: Jeff Oyler - Here
Vice Chairman: James Krenzel - Here

Commissioners: Lee Morrison - Here
Glenn Snyder - Here
Vacant

OTHERS IN ATTENDANCE:

Attorney: Dennis Montgomery

Staff: Fred Starr
Dawn Anderson
Kristan Williams
Pat Zietz

Consultant: Keith Meyers, Ditesco

III. APPROVAL OF MINUTES

Motion to approve the September Minutes by **Jeff Oyler**, seconded by **Glen Snyder**. All approved, motion passed.

IV. CHANGES TO THE AGENDA

Fred had a change in order of presentation to the agenda; he introduced Kristan Williams, the City's Communication Manager.

V. AGENDA ITEMS

A. Kristan Williams – Communications Manager

With all of the changes that are occurring with our utilities for the City. We want to afford all residents the opportunity to come and ask questions such as, "Why are my rates going up", "What is happening with the new facility", "Why are you putting it where you are". This next Tuesday night, 12/9, you are all invited to come to our "Ask the Experts" Utilities Open House. There will be five education stations, a lot of hands on for people to look at, what the meter is...etc. We'll also have a kid's area that kids can build a city so they can see what happens to the toxic "stuff" and where it goes. We really want a good showing. The information is out in the newsletter, posters are up here and at the library, Facebook postings, and we have included a flyer to Union Colony Preparatory school. We will be giving two \$20/gift cards as door raffles. Discussion over all the information that comes in their utility bills. No negative comments, but they do not read a lot of the information, they just looking for their bill. The Board gets a lot of questions

Staff Contact: Fred Starr fstarr@evanscolorado.gov 970.475.1110
Dawn Anderson danderson@evanscolorado.gov 970.475. 1160

on how the City is going to pay for the new plant. Kristan explained this is one of the reasons we are hosting this now and before the next bill comes out is so we can educate the public.

B. Waste Water Project – Ditesco, Keith Meyer

Fred introduced Keith Meyer from Ditesco. About a month ago the City put out an RFP to hire a firm that would act as the City's Project Representative to help get through the design and construction of the new Waste Water Treatment Plant. Keith is here to explain their role so the Board can have more information to answer questions on this project.

Keith Meyer thanked the group for their time. Ditesco provides program, project and construction administration primarily for Water and Waste Water Treatment Projects. They have done projects for the City of Loveland, Fort Collins, Lochbuie, and projects in Northern Colorado. When they manage a project, they help establish a budget, and a schedule; they are in the process of selecting a design engineer. They will manage the program budget with overall cost controls to make sure the financing is in place and the timing of money is there so it can be built in the time frame the City has established. They have established a cash flow forecast all the way through construction. They have written and advertised a proposal for engineers; the proposals are due tomorrow, Friday 12/5/2014. Staff will assist in the reading, interviewing and selection process of those proposals and present their suggested organization to Council. From there they will start the design process; site application, preliminary engineering report, and the process design report with the State. They will work on self-certifying the plant which will accelerate the project by about 90 days. They will work with the Evans team to select a construction manager at risk, the City Council has already approved this process. They have a really strong track record of bringing projects in on time and within budget and working with the State.

Discussion: When is the anticipated start date of construction, "turning dirt"? Keith said the schedule they have now has them "turning dirt" as early as late 2015 or early 2016. The mechanical plant is much more robust to operate because of the plant we have chosen and a big change for city staff. Fred: Another thing Ditesco will do is provide inspection services. They will ensure that we have quality materials and construction and not cut corners. Keith: They will have a fulltime resident engineer/construction manager on-site to do all those things for the City. They will do all the code and specialty inspections that are required that Evans staff may not have familiarity with. They will have to certify to the State the plant has been built to the qualifications the State sets. This will be a stamped, certified letter to the State.

Discussion on schedule: What is the anticipated date for everything being done and on-line? That date is set for the middle of 2017. Questions on what will be done with the current plants to make sure they are running within compliance until the new facility is completed. Fred explained that the City brought on Olsson and Associates to bring the current plants up to code. There is a lot of work being done now to the plants prior to the Olsson contract expiring. Keith understands what this community has been through and has worked in this area a long time. If there is work that needs to be done, they will step up and help our community to ensure the project gets done properly. Question: How under the gun are we with the State about being out of compliance. Fred explained right now the plants are doing better than they were in the summer but knowing the winter months are coming, we will have issues with compliance. We do receive letters from the State, which they are required to send out; the City responds every time. The State is very aware of our situation and we keep in contact with them of our process. He does not feel we are in jeopardy with the State. Question: Are both plants out of compliance? Fred explained it's mostly the Evans plant. We only have one notice on the Hill and Park plant. At the Evans plant, the furnace has gone out in the head works so we have to replace that. They are replacing the screen at the Hill and Park plant. The other thing with the Evans Plant, the lab and the office were damaged during the flood. They will have to rebuild that area; we are able to recoup that cost from FEMA. There has been discussion on renaming the Hill and Park plant.

Discussion on funding: We have money in place for this consultant and design costs. Jessica is working on loan applications and grant applications for the actual construction of the project. The primary sources of funding will be through revenue bonds through the State. The rate increase is necessary in case the grants do not come through. Hopefully sometime next year we will know how many grants will be available to offset the costs of the rate increase. We can't go to construction until the funding is in place. The City has approved a Construction Manager at Risk which means the project will go out to bid. The

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schedule will be to have that contractor in place in mid to late 2015, depending on funding. Applications are due in June and funding would be available in late 2015. There is a limited amount of money for that program; Evans is already on the list. Keith explained it is very important for everyone to understand, this is a complex project and schedules may be flexible, there is never a definite answer as to when funding will be released and the plant will be completed. Keith will have presentation boards to talk to the community at the Open House.

C. Staff Reports

Dawn passed out the information from Greeley on the Annual Water Usage; we are 5% lower in demand from last year. We are in good shape; we allowed the Fire District to open hydrants and run tests. Question on the agreement we have with Greeley; the contract automatically renews. The mayor is talking about opening a discussion with Greeley for the future.

Prairie Heights Middle School Project, the offsite water and sewer lines are complete. They are not using the sewer right now but water is functional. The signal at that intersection is not operational, waiting for Xcel. Dawn will be in front of NPO tonight presenting our project for funding to widen 65th. The 37th Street Storm Sewer project should be bid early spring.

Fred attends Windy Gap and NISP monthly meetings; it is hard to know where we are with those two projects being permitted. Likely the Windy Gap project will be permitted next year. Once that is permitted we would have a discussion with Greeley on the 5 units of water. The NISP project seems like it is moving along quite well. The plan acquisition on Hwy 287 is to buy a farm; they have a higher confidence level. 3 or 4 years behind Windy Gap will be NISP. All of these projects could cost 75 million in the next 5-7 years which would translate into rate increases.

Fred asked the group if any of the group remember a service agreement with Milliken to provide sewer to the Homestead at Ashcroft? There is a developer looking at buying that property that is annexed into Milliken, they want to know where to get sewer and water. In 2007 the City Council passed a resolution stating that anyone in that annexed area could ask either Evans or Milliken to provide sewer service, not water, to the subdivision.

Pat asked to add an agenda item; she has not been formally introduced to the group. Her question was, will the board be meeting on their regular scheduled meeting in December. Fred does not think we will have any new information through the end of the year. Discussion regarding if something does come up it can be addressed via email with the group.

VI. CORRESPONDENCE

VII. ADJOURNMENT

Motion to adjourn the meeting by Glen, seconded by Lee. All approved, meeting adjourned.

EVENTS AND DATES:

Utilities Open House, December 9, 2014 / Evans Community Complex / Cottonwood Room
Thursday, December 25 & 26 / City Offices Closed / Christmas Holiday

City Council Meetings (1 & 3 Tuesdays):

Tuesday, December 2, 2014 7:30pm – 9:30pm / Council Chambers
Tuesday, December 16, 2014 7:30pm – 9:30pm / Council Chambers

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Denver, Colorado 80203

Overview:

Inflation (also known as the Consumer Price Index or CPI) is a component for the calculation of two constitutional limits on local government budgets. Article X, Section 20 (otherwise known as TABOR), defines inflation to mean the percentage change in the United States Bureau of Labor Statistics Consumer Price Index (CPI) for Denver-Boulder (now Denver-Boulder-Greeley).

The actual Denver-Boulder-Greeley CPI figure for each year is not released until near the end of February. Since this is too late for budgetary purposes, current year forecasts are made available quarterly. Both the Governor's Office of State Planning and Budgeting (OSPB) and the Legislative Council prepare forecasts that are released in late March, June, September, and December.

Before the release of the CPI, many local officials use the forecasts to calculate the limitations on "fiscal year spending" and property tax revenue in Article X, Section 20 (7)(b) and (7)(c) respectively. After its release, the actual CPI should be used to re-calculate the limits, which can then be compared to the amounts approved in the budget document. The CPI release in late February is the first opportunity for local governments to determine whether their budgeted amounts in property tax revenues and "fiscal year spending" may exceed the limitations.

For questions regarding the use of the CPI (inflation) figure for revenue limit calculations please call DOLA at (303) 864-7720.

[Denver-Boulder-Greeley CPI - Actual Values](#)

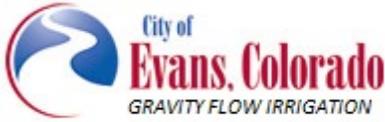
Historical Numbers

- Year -	- CPI Value -	- % Change -
2014	237.200	2.777%
2013	230.791	2.771%
2012	224.568	1.943%
2011	220.288	3.690%
2010	212.447	1.870%
2009	208.548	-0.646%
2008	209.903	3.897%
2007	202.029	2.2%
2006	197.7	3.6%
2005	190.9	2.1%
2004	187.0	0.1%
2003	186.8	1.1%
2002	184.8	1.9%
2001	181.3	4.7%
2000	173.2	4.0%
1999	166.6	2.9%
1998	161.9	2.4%
1997	158.1	3.3%
1996	153.1	3.5%
1995	147.9	4.3%

1994	141.8	4.4%
1993	135.8	4.2%
1992	130.3	3.7%
1991	125.6	3.8%

- [Bureau of Labor Statistics CPI Website](#)

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[Denver-Boulder-Greeley CPI - Projections](#)
[Contact Us](#) | [Policies](#)
© 2015 State of Colorado 



2015 IRRIGATION SEASON

Our records indicate that your property can be served with irrigation water from the City of Evans Ditch Irrigation System. Therefore, we wish to offer you the opportunity to apply for use of irrigation water. If you desire to use the irrigation water this year, please complete the application below and return it **WITH YOUR PAYMENT** to:

City of Evans Customer Service Unit
 1100 37th Street
 Evans, CO 80620

DO NOT SEND TO UTILITY BILLING LOCKBOX OR ONLINE BILLING
This will delay irrigation services.

If you have a question about how to calculate what you will owe for the water, please call 970-475-1170. If you have other questions about the irrigation water, please call the Public Works Department, Operations Division at 970-475-1188.

APPLICATION FOR EVANS SUPPLY DITCH IRRIGATION WATER

Name of Applicant: _____

Mailing Address: _____

Property Owner: _____

Property Address: _____

Please fill out only those that apply.

Number of Lots to be Irrigated: _____ Number of Acres to be Irrigated: _____

13.12.040 Water from the Evans Ditch, when used for other than irrigation, such as commercial and Industrial uses, shall be approved by the City Council. (Ord. 274, 1973)

Please check the applications for the irrigation water. The use has nothing to do with the price you will be charged.

Garden _____ Lawn _____ Farm Crop _____ Pasture _____ Grass _____ Other (specify) _____

Rate Schedule for the 2015 Irrigation Season

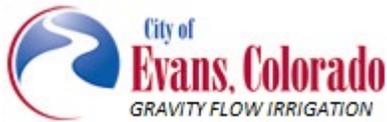
Each yard or lot with up to a maximum of one acre	\$80.22
For areas in excess of one acre	
First acre	\$80.22
Second acre (or fraction thereof)	\$49.21
Third acre (or fraction thereof)	\$44.92
Each additional acre (or fraction thereof)	\$31.78

NOTE: Your payment MUST be received PRIOR to ditch water delivery.

For Office Use:

Total Fee: _____ Receipt Number: _____ Initial: _____

Date _____ Forwarded to PW's for Activation: _____



IRRIGATION PROTOCOL

PLEASE NOTE: Please provide payment with this letter to ensure that you will be able to receive ditch water this season.

All persons requesting irrigation water will be required to pay for water before having water delivered. All paid customers will then be assigned a weekly schedule of their allotted times to irrigate. These times will be assigned by the Public Works Operations Division. Any request for schedule changes are required to go through the Operations Division by calling 970-475-1188.

The City of Evans has responsibility for repair or replacement to "main" lines, ONLY. The "main" line consists of the line that runs up to the residential property line. Any repairs or replacement needed on the customer's side of the property line will be the sole responsibility of the customer.

In the event of an emergency on weekends or holidays, and it becomes necessary for a Public Works employee to assist with the irrigation system, please contact the after-hours "On-Call" service at 1-877-224-9932. The assigned "On-Call" personnel will be the only person allowed to respond to these calls. Under no circumstance shall any one, other than the "On-Call" employee be contacted.

The Public Works Department can refuse services for the following reasons:

1. Non-payment;
2. Inappropriate irrigation
3. Over use or flooding
4. Inappropriate maintenance of irrigation system(s)

In the event of being shut off, the offending customer will have to file an appeal with the Public Works Director in order to have services reinstated.

The Public Works Department has the authority to restrict or stop any and all water flow at any time in order to make repairs, to help relieve flood pressures to the irrigation system, or for any other reason deemed necessary for the good of the system.

The City of Evans is not responsible for any damages to customer's real property, improvements to real property, turf, crops, buildings, and building contents, for failure to supply adequate water due to drought, electrical power failure, inadequate supply of water from other sources/utilities, construction, maintenance, catastrophic damage to the delivery system, or other means of system damage.

CITY COUNCIL COMMUNICATION

DATE: June 3, 2014

AGENDA NO.: _____

SUBJECT: Resolution No. ____-2015– Evans Ditch Rates

PRESENTED BY: Fred Starr, Director of Public Works and Community Development

AGENDA ITEM DESCRIPTION:

To provide, or assist in providing the financing required to operate and maintain the Evans Supply Ditch, fees are established annually. The fees are established in a Resolution by City Council before the irrigation season begins each year.

Attached is a copy of a new resolution for 2015 that will establish the normal ditch rates. All rates are set at a level to reflect a cost of living adjustment of 1.87 percent which is similar to other fees established for this year.

FINANCIAL SUMMARY:

N/A

RECOMMENDATION:

It is recommended that ditch fees established for 2012 to reflect a 1.943% increase to those set in 2012. As a reminder, the reason for lower non-potable water rates is to promote the use of the Evans Ditch and other non-potable supplies as a supplemental water supply, providing relief from the demands placed upon our potable water supplies.

SUGGESTED MOTIONS:

“I move to adopt Resolution No. ____-2015.”

“I move to deny adoption of Resolution No. ____-2015.”

CITY OF EVANS, COLORADO

RESOLUTION NO. _____

RESOLUTION ESTABLISHING USER RATES FOR THE EVANS SUPPLY DITCH FOR 2015

WHEREAS, the City of Evans, Colorado owns and operates the Evans Supply Ditch; and

WHEREAS, the City Council of the City of Evans, Colorado, has the authority to establish rules and regulations for the use of the Evans Supply Ditch; and

WHEREAS, Ordinance No. 274 of the City of Evans, Colorado, provides that the City Council establish irrigation rates of the Evans Supply Ditch for the ensuing irrigation season; and

WHEREAS, the Water and Sewer Board has reviewed the cost of operation, repairs, replacements, capital improvements, and future expansion of the Evans Ditch system; and

WHEREAS, the Water and Sewer Board finds it necessary to establish water rates for the Evans Ditch system to cover the cost of operations and necessary capital improvements; and

WHEREAS, the Water and Sewer Board of the City of Evans has recommended it would be in the best interest of the City to establish Evans Ditch rates; and

WHEREAS, the City Council of the City of Evans is in agreement with the recommendation of the Water and Sewer Board.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVANS, COLORADO:

Section 1. In order to provide, or assist in providing, the funding required for operating and maintaining the Evans Supply Ditch during 2015, irrigation fees are hereby established and made payable by persons desiring to use irrigation water from the Evans Supply Ditch. The irrigation fees shall be in the following amounts:

A.	Each yard or lot with up to a maximum of one acre:	\$80.22
B.	For areas in excess of one acre:	
	First acre	\$80.22
	Second acre (or fraction thereof)	\$49.21
	Third acre (or fraction thereof)	\$44.92
	Each additional acre (or fraction thereof)	\$31.78

Section 2. Each person or persons making application for the use of the Evans Supply Ditch shall state the number of acres, yards, or lots to be watered or irrigated, or for whatever purpose the water is to be used. All irrigation fees are payable to the City Treasurer of the City of Evans.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Evans on this _____ day of _____, 2015.

ATTEST:

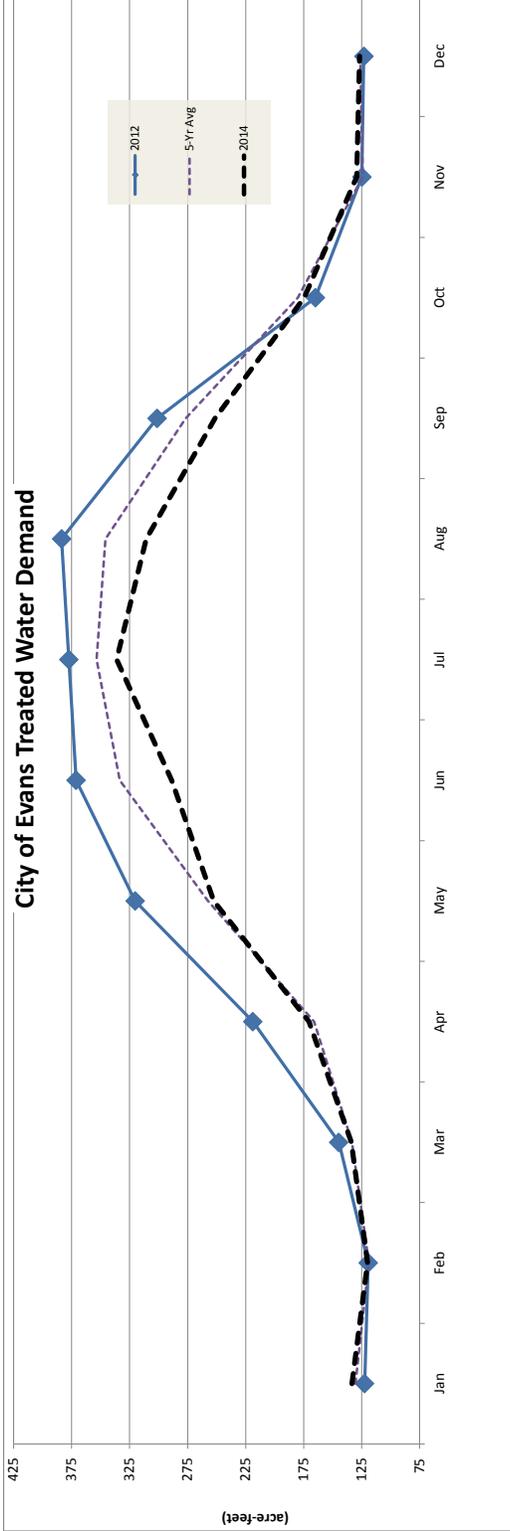
CITY OF EVANS, COLORADO

Raegan Robb, City Clerk

By _____
John L. Morris, Mayor

City of Evans
Historical Treated Water Demands
(acre-feet)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Base Use	Outdoor Use	Year	Total	Base Use	Outdoor Use	Monthly Base Use (AF)
1998	90.5	79.6	91.4	131.4	209.0	262.9	322.0	271.7	240.4	121.6	89.4	94.2	---	---	---	1998	---	---	---	1998
1999	90.2	84.9	122.1	121.0	182.8	255.4	299.6	244.5	173.7	123.1	106.6	92.9	1,897	1,077	821	1999	1,897	1,077	821	1999
2000	107.8	97.3	108.1	172.9	250.3	299.4	349.3	304.6	243.2	149.1	100.9	104.2	2,287	1,192	1,084	2000	2,287	1,192	1,084	2000
2001	104.4	93.8	105.3	140.3	216.1	319.9	334.7	344.0	277.5	177.8	116.5	114.0	2,344	1,209	1,125	2001	2,344	1,209	1,125	2001
2002	138.0	103.2	118.1	219.5	272.1	337.9	329.3	309.9	239.3	151.4	109.3	112.2	2,440	1,421	1,021	2002	2,440	1,421	1,021	2002
2003	113.1	100.1	112.3	117.9	180.1	165.6	302.5	318.0	241.2	186.7	116.4	119.1	2,073	1,302	764	2003	2,073	1,302	764	2003
2004	119.9	111.9	125.1	154.9	261.6	285.7	327.2	295.2	248.0	152.2	106.2	120.2	2,308	1,404	903	2004	2,308	1,404	903	2004
2005	121.8	107.4	120.1	156.8	294.6	308.0	418.2	335.4	287.7	149.5	117.5	127.3	2,544	1,398	1,140	2005	2,544	1,398	1,140	2005
2006	125.1	113.0	127.5	159.6	317.4	383.1	349.5	325.0	247.7	168.1	117.7	124.6	2,595	1,480	1,136	2006	2,595	1,480	1,136	2006
2007	127.8	117.5	127.5	159.6	268.8	350.8	380.5	325.1	278.0	185.0	128.2	129.8	2,578	1,480	1,094	2007	2,578	1,480	1,094	2007
2008	137.3	123.4	133.4	170.6	285.6	328.4	392.0	313.4	235.5	183.7	123.1	128.8	2,555	1,562	994	2008	2,555	1,562	994	2008
2009	129.4	118.1	134.5	149.4	272.3	247.1	294.5	272.5	239.0	152.1	118.9	126.3	2,254	1,505	752	2009	2,254	1,505	752	2009
2010	128.5	112.5	124.3	144.0	211.7	294.6	343.2	330.7	300.3	210.2	119.6	120.9	2,441	1,469	977	2010	2,441	1,469	977	2010
2011	126.4	117.3	130.9	161.9	240.7	324.8	338.1	367.2	267.3	197.0	124.1	133.4	2,529	1,459	1,058	2011	2,529	1,459	1,058	2011
2012	122.5	119.4	144.8	218.8	320.3	371.2	377.4	383.6	301.3	164.9	124.8	123.1	2,772	1,501	1,281	2012	2,772	1,501	1,281	2012
2013	136.5	120.2	133.1	134.9	262.0	388.1	372.1	336.7	263.3	154.2	123.0	126.2	2,550	1,519	1,028	2013	2,550	1,519	1,028	2013
2014	133.3	120.0	134.0	170.5	252.4	288.7	336.3	310.7	251.4	174.5	129.2	126.9	2,428	1,518	909	2014	2,428	1,518	909	2014
2015	132.9	116.8	133.4	166.0	257.4	333.5	353.4	345.8	276.7	180.2	124.1	126.1	2,544.0	1,506	---	2015	2,544.0	1,506	---	2015
5-Yr Avg	130.3	118.7	133.4	166.0	257.4	333.5	353.4	345.8	276.7	180.2	124.1	126.1	2,544.0	1,506	---		2,544.0	1,506	---	
Max	138.0	123.4	144.8	219.5	320.3	388.1	418.2	383.6	301.3	210.2	129.2	133.4	2,772.1	---	---		2,772.1	---	---	



Demand Increase

Year	Total	Base Use	Outdoor Use	Year	Total	Base Use	Outdoor Use
1998	---	---	---	1998	---	---	---
1999	1,897	1,077	821	1999	1,897	1,077	821
2000	2,287	1,192	1,084	2000	2,287	1,192	1,084
2001	2,344	1,209	1,125	2001	2,344	1,209	1,125
2002	2,440	1,421	1,021	2002	2,440	1,421	1,021
2003	2,073	1,302	764	2003	2,073	1,302	764
2004	2,308	1,404	903	2004	2,308	1,404	903
2005	2,544	1,398	1,140	2005	2,544	1,398	1,140
2006	2,595	1,480	1,136	2006	2,595	1,480	1,136
2007	2,578	1,480	1,094	2007	2,578	1,480	1,094
2008	2,555	1,562	994	2008	2,555	1,562	994
2009	2,254	1,505	752	2009	2,254	1,505	752
2010	2,441	1,469	977	2010	2,441	1,469	977
2011	2,529	1,459	1,058	2011	2,529	1,459	1,058
2012	2,772	1,501	1,281	2012	2,772	1,501	1,281
2013	2,550	1,519	1,028	2013	2,550	1,519	1,028
2014	2,428	1,518	909	2014	2,428	1,518	909
2015	2,544.0	1,506	---	2015	2,544.0	1,506	---

Monthly Base Use (AF)

618
745
764
795
675
752
829
846
840
833
735
795
824
903
831
791
123.3
130.2
125.4
121.5
125.1
126.6
126.5
125.5