

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF LITTLE THOMPSON WATER DISTRICT**

The Board of Directors of Little Thompson Water District (LTWD) met in regular session on Thursday, July 13, 2017 at the District office. Attendance was as follows:

Board of Directors:

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|-------------------------------|---------|
| Bill Szmyd, President | Present |
| Paul Bukowski, Vice President | Present |
| Steven Brandenburg | Present |
| Larry Brandt | Present |
| Diana Larsen | Present |
| Ed Martens | Present |
| William Prewitt | Absent |

Staff in Attendance:

Mike Cook, District Manager
Judy Dahl, Business Manager
Amber Kauffman, District Engineer
Ken Lambrecht, Operations Manager
Nancy Koch, Water Resources Manager
Sandi Lebsack, Recording Secretary
Angela Diekhoff, LTWD Customer Service

Other Attendee:

Erika Rasmussen, Engineer, Town of Mead

CALL TO ORDER

President Szmyd called the meeting to order at 5:00 p.m. followed by recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. **It was moved by Director Martens, seconded by Director Bukowski, to excuse the absence of Director Prewitt. Motion carried unanimously.**

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Erika Rasmussen, Engineer with the Town of Mead, introduced herself.

PUBLIC HEARING – SUPPLEMENTAL BUDGET AND LTWD INCLUSIONS

President Szmyd opened the Public Hearing for the 2017 Supplemental Budget Hearing and the District Inclusions. There were no public comments and the Public Hearing was closed.

CONSENT AGENDA

It was moved by Director Bukowski, seconded by Director Brandt, to approve the Consent Agenda including:

- Minutes of the June 15, 2017 Regular Board Meeting;
- Tap List 618;
- June 2017 Disbursements in the amount \$8,497,645.50:
 - **Operating Account: \$8,233,356.58;**
 - ACH Manual Check Numbers 1222 to 1242 for \$8,020,944.21;
 - Check Numbers 7837 to 7929 for \$212,412.37;
 - **Payroll Account: (Three Bi-weekly payroll periods in June) for \$264,288.92**
 - ACH Transmittal Vouchers – O-1228 to O-1250 for \$131,880.51;
 - ACH Direct Deposit Numbers N-7256 to N-7340 for \$132,408.41.
- June 2017 Financial Report;
- Resolution 2017-5, District Inclusions (Magrum, McMurtrey, and New).

Motion carried unanimously.

DISCUSSION ITEMS

Carter Lake Filter Plant (CLFP):

The July CLFP Board Meeting was cancelled. There were no other items for discussion.

Resolution 2017-16: 2017 Supplemental Budget:

The 2017 Supplemental Budget was necessitated by some unanticipated revenue opportunities and some additional capital costs. The supplemental revenue appropriation increases recommended is \$8,103,216 for a total revenue budget of \$18,426,006. The supplemental expenditure appropriation increases recommended is \$13,830,216 for a total expense budget of \$24,770,753.

Following discussion, **it was moved by Director Bukowski, seconded by Director Larsen, to adopt Resolution 2017-6 – 2017 Supplemental Budget and Appropriation as presented. Motion carried unanimously.**

Developer Requirements – Use of Cash-in-Lieu Water:

The District’s water dedication policy for multi-lot subdivisions is outlined in Section 1506.5 of the District’s Rules and Regulations requiring developments or subdivisions platted after January 1, 2014 to dedicate water for the lots.

The District recently purchased Windy Gap water. The water will be sold to developers for use in multi-lot subdivisions with residential lots sized for urban density. Staff established requirements for purchasers for implementation of the Windy Gap water. The requirements are intended to encourage conservation best practices inside and outside the home. The District is permitting developers to purchase the water credits from the District ahead of the platting process and tying the credits to the requirements. A \$4,000 fee will be assessed for failure to adhere to the requirements.

Discussion ensued. Board members had many questions regarding the proposed changes to the District’s Cash-in-Lieu Policy and asked for clarification of the policy.

Special District Association 2017 Conference:

Registration information was provided for the 2017 Special District Association Conference scheduled for September 13 – 15 in Keystone.

STAFF REPORTS

Manager’s Report: District Manager Cook reported on the following:

- Surgery: District Manager Cook praised staff for filling in for him while he was out with surgery.
- 2018 Budget Schedule: The 2018 Budget Schedule was made part of District Manager Cooks report. The schedule allows the Board time to digest the major components of the budget prior to approval on December 2017. The August 10 Board Meeting budget topic is: Discussion of budget objectives and general directions from the Board.
- Staff Changes: Vicki Yost is retiring, and her final day in the office is scheduled for July 21. Meigan Hendrickson has been hired as a new Customer Service Representative.
- Barefoot Lake Agreement: Work continues regarding the details of the Barefoot Lake Agreement to obtain the second use of Windy Gap from Barefoot in exchange for development water credits.

District Engineer’s Report:

District Engineer Kauffman referred to her report in the Board Packet and had nothing additional to report.

Water Resources Manager’s Report: Water Resources Manager, Nancy Koch, reported on the following:

- The District used 732 acre-feet of water in June; 810 acre-feet was budgeted.
- The District’s water supply increased by 400 acre-feet: 50 acre-feet of Windy Gap water was delivered to Dry Creek Reservoir on June 22. Additionally, while Granby Reservoir (the West Slope C-BT collection reservoir) was spilling, the District was able to use 350 acre-feet of non-charge or “free” water.

Operations Manager’s Report and Water Quality Update:

- Locate requests are high indicative of increased development.

DIRECTOR REPORTS

- Dry Creek Reservoir: There was discussion regarding possible revenue opportunities for Dry Creek Reservoir, i.e., a fish farm.
- Prairie Star Vault: The Intergovernmental Agreement with the Town of Berthoud ends August 2017 for the Prairie Star Vault.

There being no further business, **it was moved by Director Bukowski, seconded by Director Brandt, to adjourn the meeting at 6:49 p.m.**

Respectfully submitted,

Michael T. Cook