

**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, December 14, 2017 at the District office. Attendance was as follows:

Board of Directors:

Bill Szmyd, President	Present
Paul Bukowski, Vice President	<i>Absent</i>
Steven Brandenburg	Present
Larry Brandt	Present
Diana Larsen	<i>Attended via phone</i>
Ed Martens	Present
William Prewitt	<i>Absent</i>

Staff in Attendance:

Mike Cook, District Manager
Judy Dahl, Business Manager
Amber Kauffman, District Engineer
Ken Lambrecht, Operations Manager
Angela Diekhoff, Finances
Sandi Lebsack, Recording Secretary

Other Attendees:

Wes LaVanchy, Brookfield

**CALL TO ORDER**

President Szmyd called the meeting to order at 3:11 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 Brandt, to approve the absence of Directors Bukowski and Prewitt. Motion carried unanimously.**

**PUBLIC COMMENTS ON NON-AGENDA ITEMS**

There were no public comments on non-agenda items.

**CONSENT AGENDA**

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

- **Minutes of the November 16, 2017 Regular Board Meeting;**
- **Tap List 623;**
- **November 2017 Disbursements in the amount \$2,771,644.44:**
  - **Operating Account: \$2,516,164.99**
    - **ACH Manual Check Numbers 1340 to 1366 for \$2,414,089.43;**
    - **Check Numbers 8252 to 8316 for \$102,075.56;**
  - **Payroll Account: (Three Bi-weekly payroll periods in November) for \$255,479.45:**
    - **ACH Transmittal Vouchers – O-1315 to O-1338 for \$132,100.72;**
    - **ACH Direct Deposit Numbers N-7579 to N-7653 for \$123,378.73.**
- **November 2017 Financial Report;**
- **District Inclusions: Resolution 2017-12 – Schwartz and Sheneman.**

**Motion carried unanimously.**

**DISCUSSION ITEMS**

2018 Budget: Set Mill Levy – Resolution No 2017-10:

The Resolutions adopting the 2018 Budget and Appropriating Sums of Money were adopted at the November Board meeting. **It was moved by Director Brandt, seconded by Director Brandenburg, to adopt Resolution 2017-10, 2018 Mill Levy Certification. Motion carried unanimously.**

Public Hearing: Action Item: 2017 Supplemental Budget - Resolution No 2017-11:

The 2017 Supplemental Budget was necessitated with the refinancing of the Colorado Water Resources and Power Development Authority Loan in the amount of \$3,360,639 representing the expenses for the refinancing. To offset the expenses, the non-operating revenue budget increased by \$3,360,639. It is not necessary to do a supplemental budget appropriation for revenue because non-operating revenue is being increased for the refinancing. Windy Gap Water Rights was increased by 1,100,000 and the Tap Fees/Cash-in-Lieu revenue was increased by \$750,000.

The supplemental revenue appropriation increases recommended are \$5,210,639, for a total revenue budget of \$23,636,645. The supplemental expenditure appropriation increase is \$3,360,639 for a total expense budget of \$28,131,392.

Following discussion, **it was moved by Director Martens, seconded by Director Brandenburg, to adopt Resolution 2017-11 Supplemental Budget and Appropriation as presented. Motion carried unanimously.**

Carter Lake Filter Plant:

- Joint Board Meeting - Central Weld County Water District (CWCWD) and LTWD:  
To discuss CLFP bylaws, rules, processes/procedures, and rate increases. Dates that would work for the LTWD Board are February 7<sup>th</sup> or 27<sup>th</sup>.

Review of Brookfield/LTWD Water Rights Exchange Agreement:

Wes LaVanchy from Brookfield was present to answer questions regarding the Lake Management and Water Rights Exchange Agreement and Agreement for Storage Space. In the agreement Barefoot Lakes assets would be converted to LTWD water credits.

What LTWD gets/gets to:

- 2<sup>nd</sup> and subsequent use of the Windy Gap Water (+/-700 acre-feet),
- Storage in the Barefoot Lakes (+/-270 acre-feet),
- Operate the inlet and outlet to the lakes and do the water rights accounting,
- Use a portion of the available water to offset the evaporation and work to keep the lakes full (+/-343 acre-feet),
- Use parcel for a future water treatment plant,
- Have future option to provide raw water for irrigation in project,
- Have portable pumps for use to move water in and out of lakes.

Brookfield gets/gets to:

- 40 acre-feet of water credits from LTWD,
- Build inlet and outlet facilities for the lakes,
- Saint Vrain Lakes Metropolitan District (SVLMD) owns and maintains the lakes,
- SVLMD maintain water quality.

Following discussion, **it was moved by President Szmyd, seconded by Director Brandenburg, to authorize the District Manager to enter into the Brookfield/Little Thompson Water District Lake Management and Water Rights Exchange Agreement and Agreement for Storage Space and allow for modifications to the agreements from legal counsel. Motion carried unanimously.**

Outline for January 30, 2018 Study Session:

For the scheduled January 30, 2018 Strategic Planning Board Meeting, Board members provided feedback on the topics and goals they would like included for the meeting:

- CLFP,
- New water treatment plan,
- 2008 Master Plan review,
- How to continue uninterrupted water supply,
- Collaborate with CWCWD and CLFP,
- Definitions – Water 101,
- Use of Dry Creek beyond drought protection,
- Storage,
- District Rules and Regulations,
- Personnel plan going forward,
- Future water – what to do with customers who use more water than allotted. Addressing customers who use little water – converting their tap from a standard to an urban tap.

Along with the Board's suggestions, District Manager Cook will assemble information for the Board including an inventory of documents, studies and plans the District has undertaken in the past.

Proposed Changes to District Rules and Regulations:

In response to the Board's approval of the concealed carry of firearms on District property, District Manager Cook did an investigation to make sure the District is complying with applicable state statutes, local regulations, and with the District's insurance plan. Changes to the District's Rules and Regulations were presented to accommodate concealed carry.

Following discussion, **it was moved by President Szmyd, seconded by Director Brandenburg, to approve changes to Section 16, Personnel Manual, of the District's Rules and Regulations as follows:**

**Item 7.2: delete number 15 that prohibits “Possession of firearms or dangerous weapons on District property,” and adding Item 11.6 that details guidelines for carrying of weapons on District property. Motion carried unanimously.**

### **STAFF REPORTS**

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

- January 2018 Board Meeting:
  - Review “how we did” in 2017
  - District goals for 2018
- Election 2018
- Griep Farm – Oil and Gas Lease

District Engineer’s Report: District Engineer Kauffman reported on the following:

- Impact of various new construction projects.

Water Resources Manager’s Report: In her absence, District Manager Cook reported for Water Resources Manager, Nancy Koch:

- The 2018 water year started November 1, 2017. Northern Water declared a 50% quota, meaning 0.5 acre-feet of water per unit was allocated to all CBT owners. Additionally, the District’s carryover water is available for use. In April, Northern Water will declare a supplemental quota that will provide additional water for the District. The District’s water supply is in good shape.

Operations Manager’s Report and Water Quality Update: Operations Manager, Ken Lambrecht, reported on the following:

- DBP2 test results were good,
- Lead & Copper test results were very good,
- Cloudy/Dirty Water work orders were the result of projects.

### **DIRECTOR REPORTS**

There were no Director reports.

There being no further business, **it was moved by Director Martens, seconded by Director Brandt, to adjourn the meeting at 5:29 p.m. Motion carried unanimously.**

Respectfully submitted,

*Michael T. Cook*