

**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, August 17, 2023. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President, Present
Steven Brandenburg, Present
Larry Brandt, Present
Ryan Heiland, Present
Ed Martens, Present
Bill Szmyd, Present
James J. Walker, Present

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad E. Eaton, District Engineer
Ken Lambrecht, Operations Manager
Nancy Koch, Water Resources Manager
Amanda Hoff, Water Resources Administrator
Kammy K. Tinney, Business Project Manager
Judy O'Malley, Recording Secretary

Other Attendees:

Clayton Orback, Little Thompson Water District Engineering Technician I

CALL TO ORDER

President Emily McMurtrey called the meeting to order at 5:03 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. All Directors were present.

AGENDA REVIEW

Staff recommended an Executive Session per Colorado Revises Statute 24-6-402 subsection 4 part (e) in order to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators in regard to Discussion Items 6.7 and 6.9.

It was moved by Director Bill Szmyd, seconded by Director Ed Martens, to enter into Executive Session citing §24-6-402(4)(e) C.R.S. to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators in the matter of Home Supply Shares and Barefoot Second Amended and Restated Agreement for Water Extensions. Motion carried unanimously.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President McMurtrey opened the Public Comments period. There were no public comments, and the Public Comments period was closed.

CONSENT AGENDA

It was moved by Director Ryan Heiland, seconded by Director Szmyd, to approve the Consent Agenda including:

- Minutes of the June 22, 2023, Regular Board Meeting,
- Tap List 690,
- Tap List 691,
- June 2023 Disbursements in the amount \$1,157,075.68:
 - ❖ Operating Account: \$830,785.20:
 - ACH Manual Check Numbers 4629 to 4715 – \$658,678.80,
 - Check Numbers 11352 to 11391 – \$172,106.40,
 - ❖ Payroll Account: (Two Bi-weekly payroll periods in June) for \$326,290.48:
 - ACH Transmittal Vouchers O-2336 to O-2347 – \$172,368.57,
 - ACH Direct Deposit Numbers N-12685 to N-12760 – \$153,921.91,
- June 2023 Financial Report,
- July 2023 Disbursements in the amount \$892,669.90:
 - ❖ Operating Account: \$566,919.61:
 - ACH Manual Check Numbers 4716 to 4784 – \$392,094.84,
 - Check Numbers 11392 to 11445 – \$174,824.77,

- ❖ **Payroll Account: (Two Bi-weekly payroll periods in July) for \$325,750.29:**
 - ACH Transmittal Vouchers O-2348 to O-2359 – \$169,823.51,
 - ACH Direct Deposit Numbers N-12761 to N-12837 – \$155,926.78,
- **July 2023 Financial Report,**
Motion carried unanimously.

DISCUSSION ITEMS

Little Thompson Water District (LTWD)/Central Weld County Water District (CWCWD)/Barefoot Pipeline Capacity Lease:

District Manager Amber Kauffman presented the following information to the Board:

- Barefoot (Brookfield) is concerned about the proposed construction timeline of the pipeline they will be constructing and the related restriction on the number of homes that they can build.
- Barefoot have approached CWCWD to lease space in their half of the existing 24-inch waterline, for payment, to ensure the home building can continue beyond the District's restricted 1,700 single family equivalents (SFE).
 - ❖ Each tap is related to a SFE by the size of the tap.
 - ❖ For example, a two-inch Irrigation tap is equivalent to eight five-eighths-inch Residential taps.
- The lease contract is set up such that the District is leasing capacity in the joint 24-inch pipeline from CWCWD.
 - ❖ CWCWD will send invoices to the District and those invoices will be passed on to Barefoot.
- The lease starts upon notice by the District and has an expiration date of December 31, 2029, unless previously terminated with notice by the District.
 - ❖ Should the lease be required for one additional year, the price increases; however, that cost is still borne by Barefoot.
 - ❖ The District will not incur any additional expenses and the leasing of the capacity is only started, if necessary, upon notification by the District.
- The District already keeps track of all SFE's in Barefoot in order to track their water credits, therefore this contract will not unnecessarily create more work for staff.

Following discussion, **it was moved by Director Martens, seconded by Director Heiland, to approve the Tri-Party Agreement Regarding Lease of Pipeline Capacity, with a correction to paragraph five which should reference paragraph two rather than referencing paragraph three. Motion carried unanimously.**

Budget Objectives:

Business Manager Angela Diekhoff presented the following budget objection suggestions for 2024 to the Board:

- Projected tap sales at 180 taps for 2024.
- Overall retail rate increase for base rate and tiers to help keep up with inflation (Consumer Price Index¹ (CPI) 2024 = 3.4 percent - published data may adjust before end of September, Staff will adapt accordingly).
- Review and update all wholesale rates.
- Expand water conservation efforts and outreach.
- Continue to fund work on native water change of use (water court).
- Employee merit pay adjustment:
 - ❖ Per guidance from Employers Council, they have been following Employment Cost Index (ECI) last 12 months has averaged for Public Sector 4.7 percent and Private five percent.
 - ❖ Employers Council will release their official report and recommendations in the fall.
 - ❖ The District's competition for employees is both private and public sector; our recommendation would be to Budget minimum of 5.0 percent merit pay adjustments to stay current in today's market.
- Four new employee positions. Holding place currently to see how the market and workload impacts each department if extra help will be needed.
 - ❖ Admin
 - ❖ Two for Operations
 - ❖ Engineering

- Significant Carter Lake Filter Plant (CLFP) Joint Capital projects (pretreatment design/construction).
- Increased Capital Expenses for Raw Water Projects & Bond Projects.
- Board input was requested.

Questions and discussions occurred throughout the presentation for Board clarification on the District's needs.

Proposed Taps:

District Engineer Brad Eaton presented the following information to the Board:

- In the District's continued efforts toward curbing overuse and protecting the District's water supplies, staff recognize the need for two additional residential taps that can be offered to present and future customers.
 - ❖ Staff recommend approval of an additional intermediate tap to be used based on lot sizes between 9,001 and 13,000 square feet (sf), with an annual allocation of 0.55 acre-foot (ac-ft) per year.
 - ❖ Staff further recommended implementation of an existing non-residential tap for use in residential applications, based on lot sizes greater than 17,001 sf, with an annual allocation of 1.1 ac-ft per year.
- The presentation outlined the challenges currently facing the District, along with the basis and supporting data for recommending the new tap sizes.
- The bigger goal for introducing new tap sizes is the future success of the District.

Discussion occurred throughout the presentation. Topics included:

- Will additional tap sizes make purchasing a tap more complicated.
- Will additional tap sizes create more over-use by customers rather than curtailing over-use.
- The District does not have control over land use and needs to accommodate growth while promoting water conservation.
 - ❖ More condensed housing is being proposed by developers.
- The Engineering department can control water use on extremely large lots through requirements laid out in Commitment letters.
 - ❖ Domestic Water Agreements (DWA) now have Annual Allotments notated and by signing the documents customers agree to abide by their allotments.
- If approved, tap fees and rate schedules will be provided in the 2024 Budget Presentation.

It was moved by Director Martens, seconded by Director James Walker, to approve the .55 ac-ft tap for lots between 9,001 and 13,000 sf, and the 1.1 ac-ft tap for lots greater than 17,001 sf effective January 1, 2024. Motion carried unanimously.

President McMurtrey called for a break at 6:16 p.m. The meeting resumed at 6:26 p.m.

Century Homes Urban Tap Request:

District Engineer Eaton presented the following information to the Board:

- Century Homes purchased the Red Barn Development around April 2021 after development design had been started for which a commitment letter had been issued in 2017.
- Century Homes completed their due diligence (prior to closing on the property) under the then current Rules and Regulations which did not restrict any lot from having a Conservation (Urban) Tap.
 - ❖ At the time the Urban Tap was identified as generally appropriate for lots under 10,000 sf.
 - ❖ This was listed on the commitment letter that had been prepared for the development in 2017; however, the commitment letter had expired.
- During the final engineering design of the subdivision, Century Homes was notified that the Red Barn development was going to be required to purchase standard taps for lots in excess of 9,000 sq-ft per the change to District Rules and Regulations.
- This change was approved by the Board on February 10, 2022, and Century Homes was notified in January 2023.

- As a result of the late notification, Staff would propose to accept Century Homes request to allow lots less than 10,000 sq-ft to have an urban tap starting with any taps requested after September 1, 2023.
- Century Homes requested the Urban Tap be allowed on lots up to 10,000 sf and that the new .55 ac-ft tap program be retroactive for any taps purchased prior to January 1, 2024.
- District Manager Kauffman advised the Board that Century Homes was caught in the middle of the District rule change and suggested Century Homes pay a Standard Tap Plant Investment Fee (PIF) and .55 ac-ft of water.

Following discussion, **it was moved by Director Steven Brandenburg, seconded by Director Szmyd, to approve the variance for Century Homes. Motion carried unanimously.**

New Water Supplies:

Water Resources Manager Nancy Koch presented the following information to the Board:

- Ms. Koch noted that this would be a multi-meeting discussion to determine the direction the District should take based on Board guidance.
- Reasons for exploring new water supplies:
 - ❖ 2022 Strategic Board Objective.
 - ❖ Limited water supplies.
 - ❖ Timing.
 - ❖ Location.
- Based on existing District commitments, 4,000 ac-ft of water is needed for current proposed developments.
 - ❖ If the District does not offer options to obtain raw water, then developers propose impractical ideas.
 - ❖ Staff would like to have a proactive approach to pursue the best options.
- As a utility the District cannot stop growth.
 - ❖ If the District “strangles” growth by not being proactive with water supply solutions the District will hurt current customers and property owners.
- Buying or developing water in anticipation of future demand is a change in current District policy.
 - ❖ The Board has allowed policy changes in the past to accept Windy Gap units and native water shares.
 - ❖ Suggestions for new policy included moving to a Cash-in-Lieu (CIL) system and non-traditional water options including:
 - Accepting water shares from new ditch systems.
 - Be more proactive on ways to stop water loss.
 - District run Non-Potable water systems management.
- Accepting additional Handy and Home Supply Shares:
 - ❖ Infrastructure will be in place.
 - ❖ Will reduce cost per ac-ft of raw water infrastructure.
 - ❖ Current Water Court cases will create a precedent for additional change cases.
 - ❖ The District needs to be proactive.
 - ❖ Also includes water to meet Return Flow Obligations (RFO).
- All new water supplies will:
 - ❖ Be expensive.
 - ❖ Require Staff time to develop.
 - ❖ Require permanent Staff to manage.
 - ❖ Takes years to develop.
 - ❖ Require infrastructure.
- Water supplies available now may not be in the future.
 - ❖ The district may need more than one new supply.
 - ❖ Requests for raw water exceeds our ability to meet them with existing supplies.

Discussion was held throughout the presentation, with the Board requesting clarification on different points. Ms. Koch reiterated this presentation was the opening point of a multi-meeting discussion. Ms. Koch requested Board Members email her with questions, comments, and suggestions to be incorporated into the October Board Meeting presentation.

Big Thompson Ditch and Manufacturing Company (BTDMC):

Water Resources Administrator Amanda Hoff presented the following information to the Board:

- The BTDMC holds the Number two water right off the Big Thompson River.
- In the historic drought of 2002, BTDMC provided water to its shareholders when many ditches had little or no water available.
- BTDMC shares would be an important addition to the District's water portfolio.
- Although the District has the opportunity to exchange the water up to the Home Supply or Handy ditches to treat, these ditch shares can more easily be used as a source for RFO for its Home Supply and Handy shares.
 - ❖ Replacing RFO is required to change the use of agricultural shares and the District has limited opportunities to meet RFO to the Big Thompson River.
- The District water rights consultant and water rights attorney evaluated shares in the BTDMC using methodology accepted for Loveland's ditch-wide change decree of BTDMC shares.
- Based on this evaluation, Staff recommends that the District accept BTDMC shares for dedication credit at 49.1 ac-ft per share.
 - ❖ The District has been offered eleven-forty-eighths of a BTDMC share.
- If the Board agrees to accept the BTDMC shares, Staff recommends that the District accept the partial share for 11.3 ac-ft for water credit.
 - ❖ Ms. Hoff noted that full shares of BTDMC rarely come on the market.
- Staff also recommended this be added to the list of water rights accepted for dedication in the District Rules and Regulations Section 1505.1.

Following discussion, **it was moved by President McMurtrey, seconded by Director Heiland, to add BTDMC to the District Water Portfolio and to give 11.3 ac-ft of water credit for the partial share. Motion carried by five aye votes, one recusal, and one nay vote.**

Home Supply Shares:

Water Resources Administrator Hoff presented the following information to the Board:

- As water supplies become scarce and more expensive, it is important to acquire water rights when the opportunity presents itself, and for the District to diversify its water rights portfolio by adding East Slope water.
- Staff feels the District should take opportunities to acquire Home Supply shares as the District is currently going through Water Court for a Home Supply change of use case.
 - ❖ There is precedence to change additional Home Supply shares, and the District has already committed to constructing the necessary infrastructure to use its existing shares.
 - ❖ Home Supply shares rarely come up for sale and the District has been offered 11 shares.
- Staff recommended purchasing these shares and then selling them for CIL to replenish District funds.
- Discussion was held during the Executive Session.

Aurora Dairy Agreements:

District Manager Kauffman presented the following information to the Board:

- At the direction of the board, Ms. Kauffman was working with Aurora Organic Dairy (AOD) to finalize two agreements.
- Ms. Kauffman reminded the Board of the background creating the need for AOD to dedicate additional water and waterline improvements:
 - ❖ When AOD purchased a property in 2003, their due diligence included a submittal to Weld County for the facility that was forwarded to the District.
 - ❖ AOD was told that they could expect plus or minus 18 ac-ft per year but were evaluating needs at the 98 ac-ft per year level.
 - The District told them they would need to consider dedicating additional water.
 - AOD was also told they would need to improve the interconnect with CWCWD to accommodate required fire flows.
 - ❖ Actual demands grew to nearly 240 ac-ft per year which also restricted additional service on the four-inch line that serves the dairy.

- No additional water was dedicated and the service to the dairy impacted the District's ability to serve other customers on the existing line.
- ❖ The District and AOD began discussions regarding additional water dedication and construction of a 12-inch waterline to facilitate the growth that has occurred at the dairy.
- ❖ Generally, all parties have agreed to two separate agreements obligating AOD to raw water dedication of five ac-ft per year until they reach 126.4 ac-ft to meet the actual usage of the facility within 25 years.
- ❖ The second agreement obligates AOD to the design and construction of a 12-inch waterline from the intersection of State Highway 66 and Weld County Road (WCR) 13 (also known as Colorado Boulevard) to the existing 12-inch waterline on AOD's property in exchange for one ac-ft of water dedication in the year in which construction is completed and accepted by the District.
- ❖ This is slightly different than the Board agreed to; however, the total cost increase that the Board said the District would pay for (increase an eight-inch waterline to a 12-inch waterline) only amounts to approximately \$130,000, which is slightly less than the District has listed for the CIL value for one ac-ft of water.
- AOD has already signed the water dedication agreement and signed the waterline agreement on August 10.

Following discussion, **it was moved by Director Szmyd, seconded by Director Heiland, to approve the Agreement for Water Dedication and the Agreement for Waterline Improvements. Motion carried unanimously.**

Barefoot Second Amended and Restated Agreement for Water Extension Discussion:

District Manager Kauffman presented the following information to the Board:

- Brookfield and the District are currently parties to an agreement that requires Brookfield to construct the West Interstate-25 (I-25) Transmission line.
 - ❖ This arrangement is not traditional in that infrastructure of this magnitude are usually paid for by the District with PIFs.
- The agreement stated that the development required an 18-inch waterline, but the District required a larger size to facilitate service to future growth in the area.
 - ❖ A 24-inch line was required for that additional future service.
 - ❖ The size of that line was determined many years ago when the Barefoot development was going to have a non-potable system that served all the residential lots and open space.
 - ❖ Since then, Brookfield has sold most of their native waters and has not installed a non-potable system, changing the capacity required for Barefoot in the proposed transmission line.
- The current agreement requires the District to pay Brookfield \$1,000 for every tap sold in Barefoot above 1,200 SFEs and developments that needed service directly from this new line to pay a portion to assist in the repayment for the large infrastructure project.
- Since the original agreement, conditions in the District have changed and costs have escalated.
- The agreement is being amended and Staff would like guidance on how to move ahead with the amendment in regard to the financing of this transmission line.
- Discussion was held during the Executive Session.

President McMurtrey called for a second break at 7:42 p.m. The meeting resumed at 7:53 p.m.

CLFP:

District Manager Kauffman presented the following information to the Board:

- The July CLFP Board Packet was forwarded to the District Board on Monday, July 10.
- Following is additional information and action that occurred at the meeting on Wednesday, July 9:
 - ❖ Pretreatment:
 - NoCo Engineering was waiting on revised procurement documents for the Dissolved Air Flootation (DAF) equipment.
 - ◇ These documents were expected July 24.

- NoCo Engineering met with Northern Colorado Water Conservancy District (Northern) to discuss a new connection to the St. Vrain Supply Canal and additional capacity purchase for the canal.
 - ◇ This connection will require improvements.
 - ◇ More details will be forthcoming.
 - NoCo Engineering mentioned that they expect design for the full plant might be done by December 2024 and construction would start in 2025.
 - A schedule revision was requested for the next meeting.
- ❖ Dry Creek:
 - A proposal was accepted from Solitude to treat Dry Creek Reservoir with Copper Sulfate.
 - ◇ There had not been algae activity high enough to require application.
 - ◇ It was unknown if this service would be needed this year.
 - No mention was made of a new pump for Dry Creek pump station to help treat water year-round.
- The August CLFP board packet was forwarded to the District board on Friday, August 4.
- Following is the additional information and action that occurred at the meeting on Wednesday, August 9:
 - ❖ CLFP Board Elections:
 - There were no changes to officer positions.
 - ❖ Dry Creek Reservoir:
 - Director Brandenburg had questions regarding the River Commissioner saying the reservoir could be drained.
 - ◇ Ms. Kauffman noted there are a lot of hurdles.
 - ◇ CWCWD wants to use copper sulfate to treat taste and odor issues.
 - ◇ Ms. Kauffman stated the water cannot be treated or pumped from the reservoir if we don't reduce the sulfate.
 - ◇ Discussion occurred regarding releasing Dry Creek Reservoir water downstream and how that can affect ditches and wetlands.
 - ◇ If the District were to spill some of its water from the reservoir it would need to refill before the end of the water year (September 30, 2023).
 - ❖ CLFP Accounts:
 - CLFP would pay both Districts back monies paid in advance for treatment earlier than usual.
 - ◇ There had not been as much water treated in 2023 as in recent years.
 - The CLFP Board discussed whether the plant should be cash positive rather than both districts pre-paying for treatment.
 - The CLFP Board decided the paybacks should not be made to begin the process of making CLFP cash positive.
 - ❖ Pretreatment:
 - The CLFP Board agreed to send out Notice of Award on the DAF system.
 - The next step would be contracts.
 - Additional cost may arise due to the generator at the south plant being an older model and standards are much more strict today.
 - ❖ Other:
 - Several projects were deferred as not enough information was presented to the CLFP Board.
 - Director Brandenburg noted there had been geosmin in Carter Lake Reservoir.
 - ◇ Ms. Kauffman noted that Northern had been pulling water from the top of Carter Lake Reservoir and by changing that and pulling water from a lower location solved the problem.
 - Director Brandenburg noted CLFP Manager Rick Whittet would give the District Board Members a tour of CLFP prior to the next meeting.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- A tour of the SVWA plant was attended by Directors Larry Brandt, Walker, Martens, and Szmyd, as well as District Manager Kauffman, Water Resources Administrator Hoff, Business Project Manager Kammy Tinney, Civil Engineer Andy Thomas, and District Engineering Technician I Clayton Orback.

- ❖ The SVWA plant was not operating at the time of the tour as it is currently only in operation a few hours a day.
- ❖ A piece of equipment Director Martens has a patent for was in place at the plant.
- The July SVWA board packet was forwarded to the District Directors on Monday, July 10.
- Following is additional information and action that occurred at the meeting held on Monday, July 10:
 - ❖ The board had a presentation by Vercada to discuss the water plant security systems and options for active and passive security systems.
 - ❖ The discussion regarding administrative services was postponed until August.
 - ❖ The Engineering Support Services contract will be presented in August.
 - ❖ The authority is working on a contract for controls service and support.
 - ❖ The website is coming along.
 - ❖ The injection well is performing well.
 - ❖ Substantial completion was issued in mid-June for the water treatment plant, but SVWA and the Town of Firestone (Firestone) are having trouble getting the contractor to finish the project.
 - Liquidated damages in the contract started in April 2022.
 - Some of the subcontractors had not been paid by the general contractor.

Discussion followed regarding other issues SVWA has had with contractors walking off the job and bonding being engaged to cover payments.

- Additional discussion regarding security was planned for the September meeting.
- A proposal for Firestone to perform the administrative duties was not ready.
- SVWA is on the same budget schedule as the District.
 - ❖ District Staff requested budget details to use in District planning.
- An On-Call Engineering position was approved.
- SVWA was still working on control service and support.

Public Hearing: Action Item: Resolutions 2023-19 and 2023-20 Inclusions and 2023-21 Exclusions:

President McMurtrey opened the Public Hearing. There were no public comments, and the Public Hearing was closed.

It was moved by Director Szmyd, seconded by Director Brandenburg, to adopt Resolution 2023-19 Inclusions (Buescher, Keegan/Taylor, Kelley, Ruhland), Resolution 2023-20 Inclusions (Stokesberry), and Resolution 2023-21 Exclusions (CB Signature Homes, Golden Eye Investments, Huth). Motion Carried unanimously.

STAFF REPORTS

District Manager's Report: District Manager Kauffman reported on the following:

- Meeting Summaries:
 - ❖ Ms. Kauffman and Staff met with representatives from the Turion development on June 26 to discuss potential water sources for dedication.
 - It was indicated that the project is still planning to move ahead, albeit slowly.
 - ❖ Ms. Kauffman met with Matt LeCerf, Town Manager of Johnstown (Johnstown), to discuss the new Intergovernmental Agreement (IGA) on July 13.
 - Mr. LeCerf had his attorney do a review of the IGA and make formal comments.
 - Ms. Kauffman sent the version with formal comments on to District counsel, Mike Westbrook, for review.
 - ❖ The Northern Colorado Water Alliance group met on July 14 to update the group on individual projects and achievements and discuss regional opportunities.
 - Several entities are updating demand models or raw water master plans with climate impacts and receiving grants from Colorado Water Conservation Board (CWCB) to do so.
 - A defined opportunity came out of the meeting with the discussion of water dedication, water assignment, water management and effectiveness of the methods.

- Also of interest to the group was non-potable systems.
- ❖ Anticipated September Board Meeting Topics:
 - Budget Officer Designation.
 - 2024 Capital Budget.
 - 2023 Goals update.

Business Manager's Report: Business Manager Angela Diekhoff reported on the following:

- Office Update:
 - ❖ Update to Emailing of Bills
 - Ms. Diekhoff spoke with four companies in the past year, as well as having spoken with other companies in past years at conferences.
 - ◇ So far, Ms. Diekhoff had not found a company that will just email bills.
 - ◇ The companies will require, at a minimum, to take over the District payment processing and some want the District to change over to their billing software.
 - ◇ Issues with changing to a new payment software include:
 - Reaching all District customers, especially customers that use autopay, bank bill pays, and paperless billing set up through Xpress Bill Pay (XBP), and customers' banks to have them switch to a new payment system.
 - XBP accepts payments for Accounts Receivable, Tap Fees and Miscellaneous Fees.
 - The companies Ms. Diekhoff has interviewed can only take payments for Utility Bills.
 - ◇ Ms. Diekhoff has put in requests with XBP regarding wanting full email bills.
 - XBP has had other requests of this nature and Ms. Diekhoff has been advised it is something that they will be looking into later.
 - XBP do not have a timeline of when this could happen.
 - Ms. Diekhoff will continue research and contact other vendors in hopes of finding a vendor that can just email bills.
 - ❖ The Rave Reverse notification has been implemented.
 - The test run with employees and board members was successful.
 - A successful first run with an emergency shut down that involved approximately 260 customers was deployed.
 - Ms. Diekhoff has issued four notifications to date, even on her vacation.
- Eye on Water (EOW):
 - ❖ The postcard going out to promote EyeOnWater has been a huge success so far.
 - ❖ Offering a \$10 incentive brought in over 300 new users.

District Engineer's Report: District Engineer Eaton reported on the following:

- There were 20 Tap Commitment Requests for June and July. The year-to-date total was 48.
- Capital Projects:
 - ❖ Security guards were removed from the Twin Mounds Tank site as the contractor had to begin working nights due to the heat during the day.
 - ❖ The Loveland/Campion project had been awarded to Timber Wolf Excavating.
 - Engineering Staff completed thorough research before awarding the bid.
 - ❖ The 3rd and Welker project was reinstated as it was discovered the District vault at the northwest corner will need to be relocated.
 - No water lines are to be replaced.
 - ❖ Engineering Staff received a response from Union Pacific Railroad in regards to a District email sent November 8, 2022, regarding the Botterill and District System Modifications.
- Development Projects:
 - ❖ One new development, Lemmon Family Trust Conservation, is beginning entitlement process with Larimer County.
 - ❖ Several projects are in different phases with a few wrapping up and going into final acceptance.
- Other Engineering & Geographic Information System (GIS) Activities:
 - ❖ Engineering staff remain extremely busy with capital and development projects.
 - Development construction and inspections remained active.

- Development review and referrals remained steady.
- A new Staff member, Andy Thomas, was added in the role of Civil Engineer II to the Engineering Department.
- ❖ Last fall a monitoring system was deployed in Dry Creek Reservoir.
 - The system was damaged in the spring storms and repairs are still being worked on.
 - The Berthoud Fire and Rescue (Berthoud Fire) Dive Team helped install an anchoring system to keep the monitoring buoys in place.

Water Resources Manager's Report: Water Resources Manager Nancy Koch and Water Resources Administrator Hoff reported on the following:

- Water use for the months of June and July had been far below projections.
- The Seasonal Temperature and Precipitation Outlooks for the District area showed equal chances of being below or above normal for August, September, and October 2023.
- Civil Engineer II Thomas would like to begin updating the Engineering Report with data from the past few years.

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

- Leak repairs and Locate Requests were close to the five-year averages.
- Monthly Total Coliform were within acceptable parameters.
- Lead and Copper sampling was scheduled in July.
 - ❖ One sample was not taken correctly, and the results returned were above the action level.
 - ❖ The sample was provided by a new customer, the sampling instructions were reviewed, a new sample was taken, and the results were in the normal range.
- Telemetry Upgrade Project:
 - ❖ The contractor was currently procuring the equipment.
 - ❖ Installation was expected to begin on Monday, September 6, 2023.
- Fire Alarm System:
 - ❖ Permit approval from Berthoud Fire had not been received to date.
 - ❖ The alarm contractor spoke with Berthoud Fire about the status and was advised to go ahead with the project.
 - The alarm contractor has decided to wait for the permit approval.
- Staffing:
 - ❖ The District Backhoe Crew Leader resigned to move out of state and be closer to family.
 - ❖ Crew Leader Valve Exerciser Alan Cordova was leading the Backhoe Crew during the search for a new Backhoe Crew Leader.
- 6,028 of a total of 6,460 valves had been exercised.

DIRECTOR REPORTS

Director Brandt advised that he had the soil on his property tested by Colorado State University. He had been told there was too much alkalinity to grow anything. Mr. Brandt noted that his blackberry, raspberry, and goji bushes were so large he could not walk between them.

Director Heiland stated he was part of the team that installed a new soccer field at the University of Colorado, Boulder. He noted the strict parameters for tolerance of the leveling of the field. He also noted that the first game on the new field was being played during the District Board Meeting.

The Board went into Executive Session, at 8:51 pm. The Board returned from Executive Session at 9:41 p.m.

It was moved by President McMurtrey, seconded by Director Martens, to fund the purchase of Home Supply Shares. Motion passed unanimously.

It was moved by President McMurtrey, seconded by Director Brandenburg, to adjourn the meeting at 9:50 p.m.

Respectfully submitted,

Amber Kauffman