

**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, September 22, 2022. Attendance was as follows:

Board of Directors:

Emily McMurtrey, President, Present
Steven Brandenburg, Absent - *Excused*
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
Amanda Hoff, Water Resources
Administrator
Judy O'Malley, Recording Secretary

Other Attendees:

Mike Westbrook, Attorney at Law of Starr & Westbrook P.C.
Clayton Orback, Little Thompson Water District Engineering Business Support Level II

CALL TO ORDER

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

ROLL CALL

It was moved by Director Bill Szmyd, seconded by Director Ed Martens, to excuse the absence of Director Steve Brandenburg. Motion carried unanimously.

Roll call was taken. All other Directors were present.

AGENDA REVIEW

It was moved by Director Szmyd, seconded by Director Larry Brandt, to enter into Executive Session at the end of the meeting citing §24-6-402(4)(b) C.R.S., to hold a conference with the attorney of Little Thompson Water District for the purposes of receiving legal advice on specific legal questions pertaining to the Aurora Organic Dairy agreement, and §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. Motion carried unanimously.

There were no other changes to the agenda.

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

Director Szmyd questioned the low tap sales, and the high accounts receivables. District Manager Amber Kauffman, and Business Manager Angela Diekhoff answered his questions.

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

- Minutes of the August 11, 2022, Regular Board Meeting,
- Tap List 680,
- August 2022 Disbursements in the amount \$865,791.92:
 - ❖ Operating Account: \$571,113.91:
 - ACH Manual Check Numbers 3994 to 4046 – \$349,059.74,
 - Check Numbers 10846 to 10881 – \$222,054.17,
 - ❖ Payroll Account: (Two Bi-weekly payroll periods in August) for \$294,678.01:
 - ACH Transmittal Vouchers O-2206 to O-2217 – \$152,476.80,
 - ACH Direct Deposit Numbers N-11875 to N-11948 – \$142,201.21,
- August 2022 Financial Report.

Motion carried unanimously.

DISCUSSION ITEMS

Carter Lake Filter Plant (CLFP):

District Manager Kauffman presented the following information to the Board:

- **Manager's Meeting:**
 - ❖ Central Weld County Water District (CWCWD) District Manager Stan Linker, CLFP Manager Rick Whittet, Josh Cook, P.E. of NoCo Engineering, Bob Reed consultant for NoCo Engineering, and Ms. Kauffman met directly ahead of the CLFP Board meeting to discuss the water quality concerns at Dry Creek Reservoir.
 - ❖ It was decided that the goal of the reservoir management should be to be able to treat Dry Creek Reservoir water year-round at 7 Million Gallon a Day (MGD) capacity.
 - ❖ The three primary issues listed in order of importance are hardness, sulfate, and Total Organic Carbon (TOC).
 - Hardness can be resolved with blending with higher quality water; Reverse Osmosis treatment; cation exchange treatment; or lime/soda ash softening.
 - Sulfate can be resolved with blending with higher quality water; reverse osmosis treatment; anion exchange through absorptive media; or distillation of the water.
 - TOC can be treated with different chemicals, aeration, absorptive media (granular or powder activated carbon, also known as (aka) GAC or PAC) and potentially ultrasonic systems.
 - ❖ The team discussed the need for a reservoir management plan and tasked the District with finding a consultant to develop that management plan.
 - The path to investigate for treatment options at the plant is blending and utilizing the old north plant for a softening/ion exchange with absorptive media.
 - The group thought with the right people on board, a solution could potentially be in place in a year with blending being the temporary solution.
 - ❖ Additionally, Mr. Linker and Ms. Kauffman asked Mr. Whittet to run Dry Creek Reservoir water at the lower flow rate to see what happens to the disinfection byproduct levels (DBP's).
 - One higher number in the year will not trigger a Colorado Department of Public Health and Environment (CDPHE) violation as the maximum contaminant level (MCL) is averaged over the year and District test results are generally half of the MCL.
 - ❖ Discussion was held regarding the following:
 - The amount of drought protection Dry Creek Reservoir offers.
 - Should the District need assistance during an emergency the District has an interconnect with the City of Loveland (Loveland).
 - ◊ The District would need to rent equipment to pump the water into the District system.
- **Pretreatment:**
 - ❖ Mr. Cook provided Mr. Whittet and the CLFP Board a more detailed proposal ahead of the September 7, 2022, Board Meeting.
 - The proposal included a more detailed look at the hours of work proposed and the people involved, as well as a schedule.
 - The schedule provided was for a design-bid-build approach with a modified option for having two contractors with the first only doing excavation and buried piping and the second contractor tackling the remaining work.
 - ❖ The CLFP Board went into executive session to discuss the proposal and came out with the approval of Mr. Cook's contract.
- **General Plant Info:**
 - ❖ The plant engaged Karla Kinser with Kinser Membrane Solutions to assist with the troubleshooting of their issues at the North Plant.
 - In particular, CLFP has had fouling issues with cell 6.

- ❖ The potential issue is the lower dose of chlorine cleaning that is being performed as opposed to the optimal dose.
- ❖ The optimal dose will result in better cleaning and therefore longer run times; however, the system valves that are installed do not tolerate that high of a dose.
- ❖ Mr. Whittet is proposing to replace the valves in the next year to increase run times.
- Proposed Retirement Policy Change:
 - ❖ Mr. Whittet presented a retirement bonus policy that was different from the one approved by the CLFP Board earlier.
 - ❖ Generally, the thought was to say thank you to anyone who worked at least 15 years at the plant instead of tying it to a tenure/age requirement of 70 years.
 - ❖ After discussion, Mr. Whittet was asked to provide a healthier retention plan (bonuses for maintaining employment) and a retirement plan and budgeting for both.
 - ❖ Both the LTWD and CWCWD boards thought it was also important for the Districts to talk about the same retention and retirement programs.

Discussion followed regarding making changes to the District retention and retirement bonus policies. Ms. Kauffman and Business Manager Diekhoff will prepare a proposal to present to the Board at the October 13, 2022, Board Meeting.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- Review of a 2021 invoice from the Town of Firestone (Firestone) to SVWA to reimburse Firestone for the District's subscription fee.
 - ❖ The invoice will need to be adjusted and reissued so the topic was tabled until October 2022.
- Also discussed was the need to start reviewing and approving disbursements by the board, a desire to see the balance sheet, and how year to date expenses compare to annual budget.
- Resolution 2022-05 for Approval of Contract for Installation of Telephone System was tabled until October 2022 due to some questions about some of the itemized charges on the proposal from the consultant.
- Discussion topics included:
 - ❖ The 2023 budget.
 - Current budget indicates a likely cost to the District of nearly \$64,000 for operations and administration charges for the plant for next year, and a potential for \$5,000 for a budget shortfall (starting a reserve account).
 - Ms. Kauffman believes the budgeting and invoices will resolve some of the potential shortfalls; however, the accounting of the authority needs to be engaged at a higher level for efficiency.
 - ❖ The treatment plant is still anticipating a Temporary Certificate of Occupancy (TCO) in mid-October at which time commissioning of equipment can start.
 - ❖ The injection well had an initial startup phase in which all the pumps were briefly tested.
 - There was one issue that needs to be resolved and then a formal start-up will be scheduled.
 - The Environmental Protection Agency (EPA), who issues the injection permit, came to Firestone unannounced for an inspection of the facilities. Everything was in good order and no concerns were expressed.
 - The group decided to keep the injection permit in the Firestone's name because the EPA had never transferred the name of a permit for a disposal well according to the representatives that came for the site inspection.
 - ❖ The Request for Proposals (RFP) for administration services has not been issued yet, but an example has been sent from Tim Flynn, the attorney, to Dave Lindsey, the secretary of the board.

Windy Gap Firming Project (WGFP):

District Manager Kauffman presented the following information to the Board:

- **Colorado River Connectivity Channel (CRCC):**
 - ❖ The National Resources Conservation Services (NRCS) official signatures has been inked for full funding.
 - The next steps with the NRCS include a partnering agreement required for the funding of the project.
 - This agreement will outline Northern Colorado Water Conservancy District's (Northern) responsibilities for long term maintenance of the reservoir and channel.
 - ❖ There was a groundbreaking on August 23, 2022, for the project in which Senator Bennet attended.
 - ❖ Work expected this and next year, even with a late start to construction, includes major earthworks.
 - ❖ Further fine grading and revegetation is expected in 2024 with fishing anticipated to be open to the public in 2026 after vegetation and aquatic life are reestablished.
- **Chimney Hollow:**
 - ❖ The project continues to fall within the early completion schedule
 - Meaning that the critical path items are on schedule.
 - ❖ The critical path item currently is the grout program, which is taking much more time than expected.
 - From initial testing it appears that the grout is creating an acceptable low permeability boundary for the water seepage, reducing concerns from the engineer.
 - Additional testing is to be done to confirm this low permeability.
 - ❖ Current issues continue to be the dam foundation quantities.
 - These are expected to result in a \$5 million (M) to \$10M change order due to the higher than expected rock elevations and the thicker plinth sections.
 - The contractor suggests that the required extra thickness is due to the rock formation, and the engineer suggests that the extra thickness is due to the contractor's means and methods.
 - Additionally, the density of the dam embankment is higher than anticipated, meaning that more rock may be needed from the quarry than originally anticipated.
 - Current estimates are 1.3 million cubic yards (MCY), which has potential to significantly impact the budget.
 - ❖ The Bald Mountain Tunnel connection valve was set and the building walls are complete.
 - The next step is the roof, but it is waiting on the delivery of a large wye that requires a police escort all the way to the site from Texas due to its size.
 - The vault needs to be completed by September 19, 2022, for the scheduled shutdown of the tunnel.
 - 72-inch pipeline for the conveyance of water between the valve house and the reservoir is being installed.
 - The tie-in of the valve house will require a shutdown of the pipeline that brings the Colorado-Big Thompson (C-BT) water to Flatiron Reservoir.
 - ◊ This shutdown and another scheduled shutdown will reduce the amount of water that is able to be delivered from the west slope to the east slope, thereby increasing the potential for Granby to spill and less chance to deliver Windy Gap water to the east slope.
- **WGFP Enhancement Donor Fund Advisory Committee:**
 - ❖ The Advisory Committee met again which resulted in a request for letters of interest to be submitted by September 9, 2022.
 - Applications would then be due by November 4, 2022.
- **WGFP Mitigation Enhancements:**
 - ❖ Northern is evaluating three specific ideas to assist in mitigating nutrient loading into the three lakes system.

- ❖ Northern is hoping to have a feasibility level cost estimate for improvements to two wastewater plants and C Lazy U Ranch to assist in the nutrient reduction by the end of 2022.
- ❖ Northern staff was to meet with the Bureau of Reclamation the week of September 5, 2022.

Director Szmyd thanked Ms. Kauffman for the Chimney Hollow tour. All of the Directors appreciated the chance to have the guided tour for further understanding of the project.

Action Item: Motion to Approve: Resolutions 2022-24 Inclusions, 2022-25 and 2022-26 Exclusions:

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

It was moved by Director Brandt, seconded by Director Heiland, to adopt Resolution 2022-24 Inclusions (Baas, DeCino/Meaders, Schwarz), Resolution 2022-25 Exclusion (Meadows Simple Living, South Village), and Resolution 2022-26 Exclusion (Vista Ag). Motion carried unanimously.

President McMurtrey called for a break at 6:23 p.m. The meeting resumed at 6:31 p.m.

2023 Budget, Review Proposed Capital Projects, and Non-Operating Expenses:

District Engineer Brad Eaton presented the Proposed 2023 Capital Projects Budget, Review of Proposed Capital Expenditures, and 5-Year Financial Forecast to the Board. The 2023 expenditures include the typical construction projects for the District and joint projects for CLFP as currently estimated by District Staff. Additionally, the capital budget includes the ongoing vehicle/equipment purchases. The 5-year capital expenditure forecast includes projects and expenses based on our current anticipated needs for improvements/replacements along with additional budget for projects yet to be defined. Following is a summary:

- **Projects Continuing in 2023 Funded by Bonding:**
 - ❖ **Northeast Transmission Line:**
 - New transmission line along Larimer County Road (LCR) 16 connecting the Twin Mounds storage tanks on the west of Interstate-25 (I-25), along with infrastructure upgrades east of I-25, to supply the northeast quadrant of the system with additional pressure during high demand periods.
 - As well as a redundant west/east feed when other supply lines require maintenance or repair.
 - The project was delayed in 2021 due to Colorado Department of Transportation (CDOT) and final plans for the interchange at I-25 and LCR 16.
 - ❖ **Loveland/Campion Conversion, Project 1:**
 - As part of a 2020 Intergovernmental Agreement (IGA) with the City of Loveland (Loveland), the District became the service provider for approximately 130 customers who were Loveland customers.
 - Some of the lines and services that will now be maintained and served by the District are at the end of their useful life and in need of replacement.
 - This project will design and replace existing waterlines with service lines to new meter pits.
 - The area is in a residential neighborhood with relatively narrow dirt roads.
 - After switching the area supply to the District, the one-mile segment of Loveland's aging 8-inch mainline north of 42nd St. SE was discovered to be badly degraded and unable to withstand the pressure from the District system.
 - As a result, additional project funding has been added to the 2023 budget to replace this one-mile segment of mainline.
- **2023 Projects:**
 - ❖ **Weld County Road (WCR) 54 aka Highway 402 Bridge Waterline Relocation:**
 - Weld County plans to widen the bridge over Big Thompson River between WCR 13 & 15.

- The new bridge requires relocation of an existing District 12-inch waterline located in an exclusive District easement; therefore, Weld County will be required to pay for the waterline relocation.
- This 2023 budget line item will be offset by a revenue account paid by Weld County.
- ❖ Raw Water Infrastructure:
 - Project to capture and convey Handy Ditch and Home Supply shares to Dry Creek Reservoir.
 - 2023 efforts will involve pipeline routing, easement acquisition, and preliminary design.
- ❖ 3rd & Welker:
 - The Town of Mead (Mead) has plans to make substantial improvements to one of their primary intersections located at WCR 34 (Welker) and WCR 7 (3rd St.).
 - The intersection upgrades will require waterline relocations and upgrades, along with consolidation of several small aging lines that are part of the original Mead water system.
- ❖ LCR 8 & 21 Water System Modifications:
 - Larimer County plans to reconstruct the subject intersection with a traffic circle which will require relocation and replacement of various valves and waterlines within the existing intersection.
- ❖ Botterill System Modifications:
 - Modifications and upgrades to existing infrastructure that are currently inaccessible within a railroad right of way near the intersection of WCR 54 & 15-1/2.
- ❖ Twin Mounds Passive Mixing System:
 - Replace the existing active mixing system that requires power and maintenance, with a passive system that will utilize the existing hydraulic forces for mixing without power or maintenance.
- ❖ Buckhorn Tank Mixing System Study:
 - An analysis to determine system and tank modifications to enhance mixing at the Buckhorn tank during winter operations.
- ❖ Supervisory Control and Data Acquisition (SCADA)/Telemetry System Upgrades:
 - Replacement and upgrades to aging equipment and software.
 - Implementation of the 2020 SCADA master plan.
 - The addition of various new systems as needed.
 - Additionally, the use of cell service will be evaluated in place of the current radio-based telemetry.
- ❖ County Road Improvements:
 - For the currently unknown road projects that impact our waterlines.
- ❖ Small Line Improvement Projects:
 - For upgrades to waterlines and associated facilities that are determined to be problematic to the overall operation of select parts of the system.
- ❖ New Service Connection Expense:
 - Capital cost budget item is offset by a portion of tap fees paid by others.
- ❖ Office Furniture & Equipment:
 - Furniture and computer equipment for new staff along with miscellaneous updates to various existing office assets.
- ❖ Global Positioning System (GPS) Equipment:
 - Ongoing budget item for equipment repairs and upgrades.
 - Purchase of new water modeling software to interface with the GIS system.
 - Funding for this equipment is included in the Vehicle and & Equipment budget line item.
- ❖ Vehicles & Equipment:
 - Ongoing budget item for replacement of aging vehicles and miscellaneous equipment.

Discussion followed regarding the following topics:

- Projected new tap sales.
- Additional financing for the District.
- Projects for 2025, including Markham Tank design and construction, and Alps waterline replacement design.

- Projects for 2026, including Campion Line Project 2.
- Project priorities and timelines.
- Estimated CLFP budgeting.
- Additional employees.

The full budget will be brought before the Board at the October 13, 2022, Board Meeting. The Budget Hearing will be scheduled for the November 10, 2022, meeting.

Aurora Organic Dairy (AOD) Agreement:

District Manager Kauffman presented the following information to the Board:

- A draft agreement with AOD that addressed water dedication was sent to the Board along with concerns AOD had.
- The agreement and AOD's concerns was discussed in Executive Session along with any concerns of the Board.

Mark and Deborah Schell Tap Relocation Request:

District Engineer Eaton presented the following information to the Board:

- Mark and Deborah Schell own a residence, located at 4997 WCR 28, in Mead, CO (parcel #120726400021), that is to be demolished.
 - ❖ This residence is currently served by a 5/8-inch standard residential tap (tap #610) from a 16-inch diameter waterline along WCR 28.
 - ❖ Once the existing residence is demolished, existing tap #610 will no longer be utilized by Mr. and Mrs. Schell on this parcel.
- Mr. and Mrs. Schell also own property at 521 WCR 40, Berthoud, CO, which was originally configured as one large parcel that has since been subdivided into two smaller parcels (parcel #106130400036 and parcel #106130400035).
 - ❖ Both the residence on parcel #106130400036 and the shop on parcel #106130400035 are currently served by a single 5/8-inch standard residential tap (tap #7300) from an 8-inch diameter waterline along WCR 3.
- Mr. and Mrs. Schell are requesting relocation of tap #610 in Mead as noted above, to parcel #106130400035 at 521 WCR 40 in Berthoud, where the proposed relocated tap would serve both the existing shop, along with a new residence to be constructed on this same parcel.
- Existing tap #7300 would continue to serve the existing residence on parcel #106130400036 with the private service line located in a new easement on parcel #106130400035.
 - ❖ The new service line easement across parcel #106130400035 is to be provided by Mr. and Mrs. Schell as a condition of approval for this tap relocation request.
- District Rules and Regulations Section 3 Subsection 305.10 prohibits the relocation of water meters unless the parcels are adjoining and of the same ownership.
 - ❖ While Mr. and Mrs. Schell own the referenced parcels, a separation of approximately 7.5 miles exists between parcel #120726400021 and parcel #106130400035, which requires a waiver to the District's Rules and Regulations to accommodate this relocation request.
- Conditions:
 - ❖ All costs associated with the subject tap relocation request are to be borne by Mr. and Mrs. Schell.
 - ❖ A new easement must be provided by Mr. and Mrs. Schell across parcel #106130400035 for the existing water service line serving parcel #106130400036.
- Provided that Mr. and Mrs. Schell agree to abide by the conditions noted above, staff is not opposed to this tap relocation request, and these conditions will be outlined in a commitment letter upon Board approval of this request.

It was moved by Director Martens, seconded by Director Szmyd, to allow the waiver to the District Rules and Regulations Section 3 Subsection 305.10 as long as conditions to be outlined in a Commitment Letter are met by Mr. and Mrs. Schell. Motion carried unanimously.

2021 Financial Audit:

Business Manager Diekhoff presented the following information to the Board:

- The 2021 Financial Audit was presented at the August 11, 2022, Board Meeting.

- A motion to approve the 2021 Financial Audit Statements was not made at that time.
- Ms. Diekhoff requested the Board make a motion of approval.

It was moved by Director Brandt, seconded by Director James Walker, to approve the 2021 Financial Audit Statements as presented to the Board at the August 11, 2022, Board Meeting. Motion carried unanimously.

STAFF REPORTS

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

- Office Building:
 - ❖ The new roof for the new portion of the offices had been completed.
 - The roof came with a 10-year warranty and cost \$33.5 thousand (K).
- Dry Creek Reservoir Water Quality:
 - ❖ Ms. Kauffman was working on engaging Stantec, an engineering firm, to assist in the evaluation of options for treatment and location of treatment of sulfate and hardness for CLFP as well as a reservoir management plan.
 - Ms. Kauffman will work with Mr. Whittet on the proposals.
 - Ms. Kauffman hoped to have something in front of the CLFP and District boards next month.
- Fall Symposium:
 - ❖ Northern's Fall Symposium is scheduled for November 15, 2022.
 - ❖ Ms. Kauffman requested the Board Members add the date to their calendars if they are interested in attending.
- Special District Association (SDA) Meeting:
 - ❖ The SDA meeting was well attended and everyone that attended learned a lot!
 - ❖ Joe Robinson, Sr. Geographic Information System (GIS) Specialist, (the District guru) gave his first presentation to a large group and he did GREAT!
 - ❖ We couldn't be prouder of Joe and the system he has created for us!

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

- 2023 Board Meeting Calendar:
 - ❖ Ms. Diekhoff presented a 2023 Board Calendar with the proposed change of moving monthly Board Meetings to the third Thursday of most months instead of the second Thursday.
 - The March Board Meeting was requested to be held on the fourth Thursday due to scheduling conflicts.
 - The December Board Meeting will need to be held the second Thursday in case the 2024 Budget is not approved at the November 2023 Board Meeting.

Discussion followed with a request from Director Walker to move the start time from 5:00 p.m. to 4:00 p.m. **It was moved by Director Szmyd, seconded by Director Heiland, to approve the 2023 Board Calendar as proposed, and make the start time change from 5:00 p.m. to 4:00 p.m. Motion carried unanimously.**

- Health Insurance:
 - ❖ The new CEPT rates for 2023 have been released and with the SDA special rates the District should expect the following:
 - 4.5% increase in health insurance premiums.
 - No Increase in Vision.
 - Decrease in Dental.
 - Switching from High Deductible of \$2,800 to \$3,000 due to new Internal Revenue Service (IRS) regulations.
 - ◊ This is a cheaper plan saving the District one percent on the increase.
- Eye On Water:
 - ❖ A total of 1,344 users out of the 1,158 user goal for 2022 has been met.

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

- There were 15 Tap Commitment Requests in August. Year-to-date total was 5,003.

- Capital Projects:
 - ❖ The entire West First Street project was almost complete, just needed to resolve a construction issue with the tie-ins.
 - ❖ A land agent was being engaged to assist with acquiring easements for the Northeast Transmission Line.
 - ❖ The Twin Mounds project continued to progress.
 - Corrosion mitigation was wrapping up.
 - Interior painting will be the next focus.
 - Completion of the project and the filling of the tank was now expected by the end of September.
 - ❖ Staff would be meeting with the engineer for the Loveland/Campion Conversion Project to finish up the design.
 - ❖ SCADA:
 - The Dry Creek Reservoir water level and water quality equipment was installed and commissioning was in progress.
 - A second use flow monitoring system at the Lakeside Canyon development in Mead had been installed and commission would begin soon.
- Development Projects:
 - ❖ New development projects continued to progress through the approval phases.
 - ❖ The new Home Depot warehouse project received special approval from Mead causing District Staff to move quickly.
 - ❖ Mead advised Staff they had seen a downturn in new permit applications.
- Other Engineering & GIS Activities:
 - ❖ Heavy workload continued for field inspections and construction.
 - ❖ The Home Depot Distribution Center water system infrastructure required significant Staff time.
 - ❖ The LCR 8 and LCR 21 roundabout Option 2 Design was progressing.
 - ❖ Final negotiations continued for the West I-25 24 inch Transmission.
 - ❖ Staff continued to be engaged in various CDOT activities near District infrastructure along I-25.
 - ❖ The CDOT repairs to the 42-inch Air Release Valve (ARV) gaskets were complete and the transmission line was back in service.
 - Resolutions to minor project items was in process.

Water Resources Manager's Report: In the absence of Water Resources Manager Nancy Koch, Water Resources Administrator Amanda Hoff reported on the following:

- August water use had been significantly lower than projected.
 - ❖ Staff believed this was due to rain, watering restrictions, pricing structure, and news reports about the poor conditions of the Colorado River.
- Cumulative water use was very close to the projected amount for the 2021 – 2022 water year.
- The District pumped Windy Gap water into Dry Creek Reservoir during the month of September because the end of the Windy Gap water year is September 30.
 - ❖ The District can top off the reservoir in October if needed with C-BT water before the end of the C-BT water year on October 31.
- Water Court:
 - ❖ Objector Comments had been received and Staff were replying.
- District Customer's daily water use continued to show dips on Fridays during the month of August.
- The Seasonal Outlook report continued to predict above average temperatures and below average precipitation for the Western Slope of Colorado.

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

- Locate requests and leak repairs were about average.
- All monthly Coliform were within acceptable parameters. The next Lead and Copper sampling period was tentatively scheduled for November. The Disinfection Byproduct (DBP) 2 tests were slightly elevated, but well below the limit.

- The software supplied by 811 to manage locate requests had been free but the software support was ending and so another program was required and there will likely be a charge for new software starting in 2023.
 - ❖ Staff had reviewed a demonstration of a program that looked promising for replacing the 811 software.
- Mr. Lambrecht asked the Board if they would prefer his monthly report in the Consent Agenda section or if they would prefer to leave the report at the end of the Board Meeting.
- Director Martens questioned Mr. Lambrecht if customers placed objects on top of the meter pit would that affect the signal. Mr. Lambrecht advised that it can affect the signal of the meter read being sent out.
- Crew Leader Valve Exerciser Alan Cordova had exercised 4,778 out of a total of 6,137 valves.

DIRECTOR REPORTS

Director Martens advised that Wyoming Game and Fish was very concerned about the loss of habitat in Flaming Gorge because they had to send an extra 500,000 acre-feet (ac-ft) of water out of their reservoir.

President McMurtrey noted that she had received a hand-out of Executive Session law at the SDA Conference. Ms. McMurtrey also noted there had been many good sessions at the conference for Board Members. One session that stood out for her was about using demographics to reach your customers.

President McMurtrey called for a break at 7:46 p.m.

The Board went into Executive Session, with District Manager Kauffman and Mike Westbrook, Attorney at Law, at 7:52 p.m. The Board went into Legal Counsel's Attorney-Client Privilege Session at 8:22 p.m. The Board returned from the Executive Session and Attorney-Client Privilege Session at 8:56 p.m.

It was moved by Director Szmyd, seconded by Director Heiland, to offer Aurora Organic Dairy 0.5 ac-ft of water credit for over-billing issues. Motion passed unanimously.

It was moved by Director Szmyd, seconded by Director Martens, to Adjourn the meeting at 9:06 p.m.

Respectfully submitted,

Amber Kauffman