

Directors:
 Emily McMurtrey, President
 Steven Brandenburg
 Larry Brandt
 Ryan Heiland
 Ed Martens
 Bill Szmyd
 James Walker



District Manager:
 Amber Kauffman, PE
 835 E Highway 56
 Berthoud, CO 80513
 Phone: 970-532-2096
 Fax: 970-532-3734
www.LTWD.org

**Regular Board Meeting Agenda
 December 14, 2023 - 5:00 P.M.**

1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review: Executive Session is recommended per the following:
 - 3.1. C.R.S. §24-6-404(4) subpart (e) to determine positions relative to matters that may be subject to negotiation or to develop strategy for negotiations and instructing negotiators.
 - 3.2. C.R.S. §24-6-404(4) subpart (a) to discuss the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest.
 - 3.3. C.R.S. §24-6-404(4) subpart (f) to discuss personnel matters.
4. Public Comment on Non-Agenda Items:
5. Consent Items:
 - 5.1. Minutes of the November 16, 2023, Regular Board Meeting Page 4
 - 5.2. Tap List 695 Page 15
 - 5.3. November 2023 Disbursements Report Page 16
 - 5.4. November 2023 Financial Report..... Page 24
6. Discussion Items:
 - 6.1. WildRock Biannual Check-In Page 30
 - 6.2. Brookfield Term Sheet Page 31
 - 6.3. Public Hearing: Action Item: Motion to Approve: Page 34
 Resolution 2023-32 Mill Levy Certification
 - 6.4. Potential Non-Potable Use of Native Ditch Shares Page 36
 - 6.5. Handy Ditch Update Page 37
 - 6.6. Review of 2023 District Accomplishments Page 38
 - 6.7. District Goals and Objectives for 2024 Page 40
 - 6.8. Carter Lake Filter Plant..... Page 42
 - 6.9. St. Vrain Water Authority Windy Gap Firming Project Quarterly Update Page 43
 - 6.10. Windy Gap Firming Project Quarterly Update Page 44
 - 6.11. Public Hearing: Action Item: Motion to Approve Page 46
 Resolution 2023-33 Larimer County Inclusions
 Resolution 2023-34 Larimer County Exclusions
7. Staff Reports:
 - 7.1. District Manager’s Report Page 53
 - 7.2. Business Manager’s Report Page 54
 - 7.3. District Engineer’s Report..... Page 55
 - 7.4. Water Resources Manager’s Report Page 58
 - 7.5. Operations Manager’s Report and Water Quality Update..... Page 61
8. Director Reports:
9. Executive Session pursuant to
 - 9.1. C.R.S. §24-6-404(4) subpart (e) to determine positions relative to matters that may be subject to negotiation or to develop strategy for negotiations and instructing negotiators in regard to item 6.2
 - 9.2. C.R.S. §24-6-404(4) subpart (a) to discuss the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest as identified in item 6.4.
 - 9.3. C.R.S. §24-6-404(4) subpart (f) to discuss personnel matters as it relates to the District Manager’s annual review
10. Adjournment.

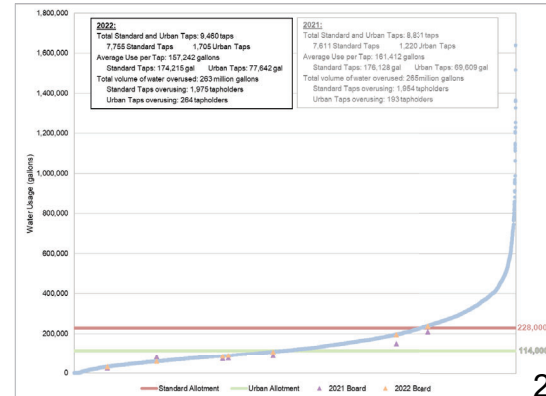
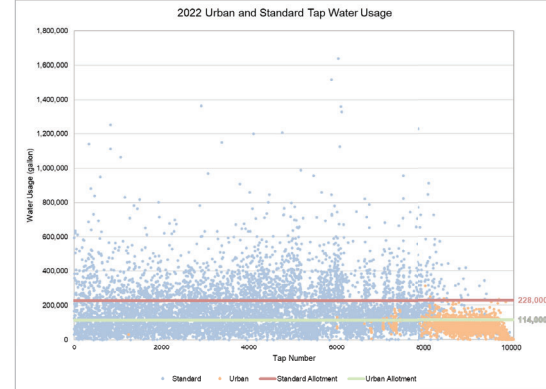
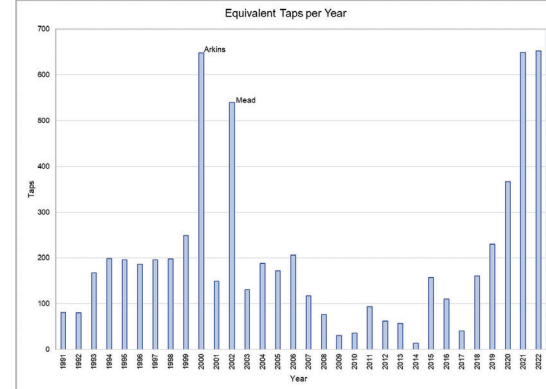
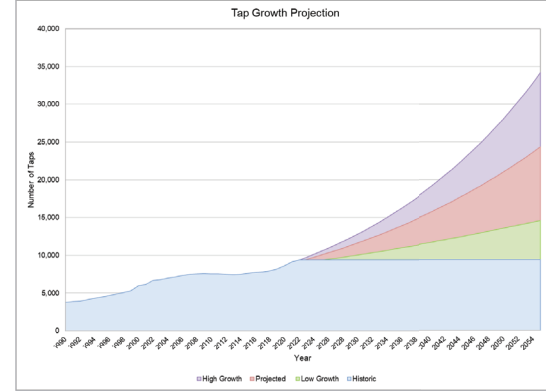
"Serving our customers with safe, reliable and good tasting water at a fair price"



Little Thompson Water District

2022 Strategic Goals for next 3 to 5 Years:

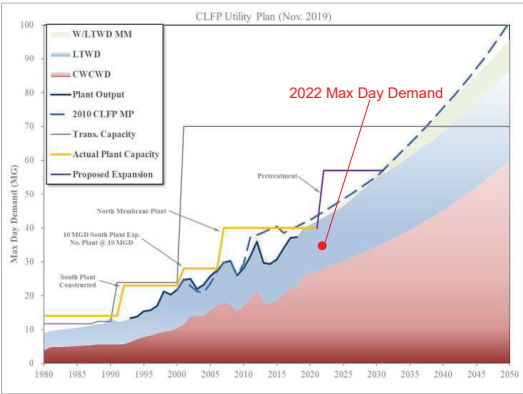
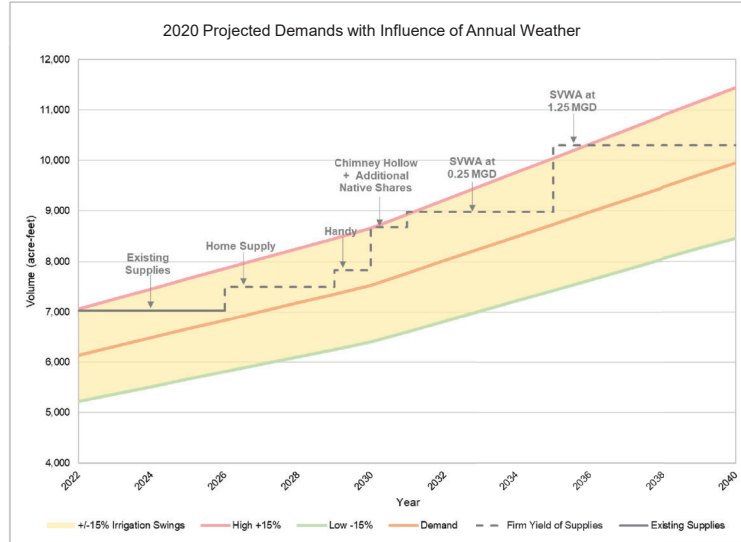
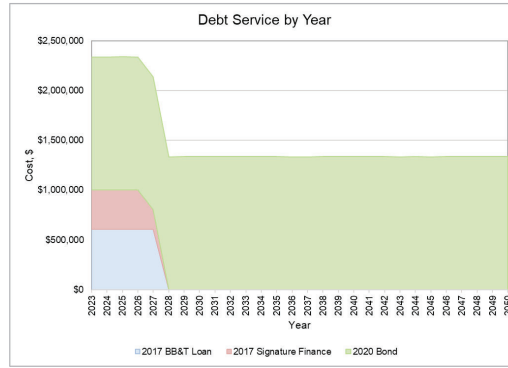
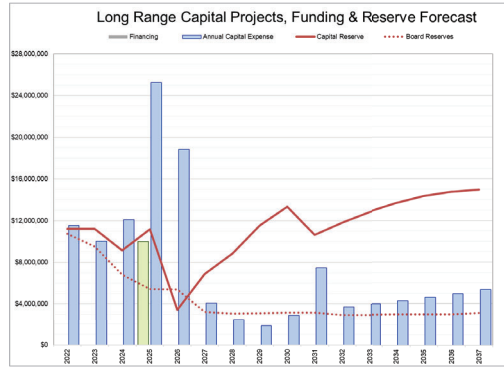
1. In three years have a plan for growth of staff and the necessary office space for those staff. Also consider whether the District will have its own water treatment plant at the same location and determine what that location will be.
2. Have native waters used in the system. This includes the easement acquisition, infrastructure construction, and substitute water supply plan approved for Consolidated Home Supply shares.
3. Plan, document, and begin implementation for use of our wholly consumable waters at SVWA.
4. Evaluate, discuss, and recommend other waters suitable for dedication or purchase, treatment, and delivery. (Other waters do not include ones currently accepted such as Consolidated Home Supply, Handy Ditch, or C-BT.)



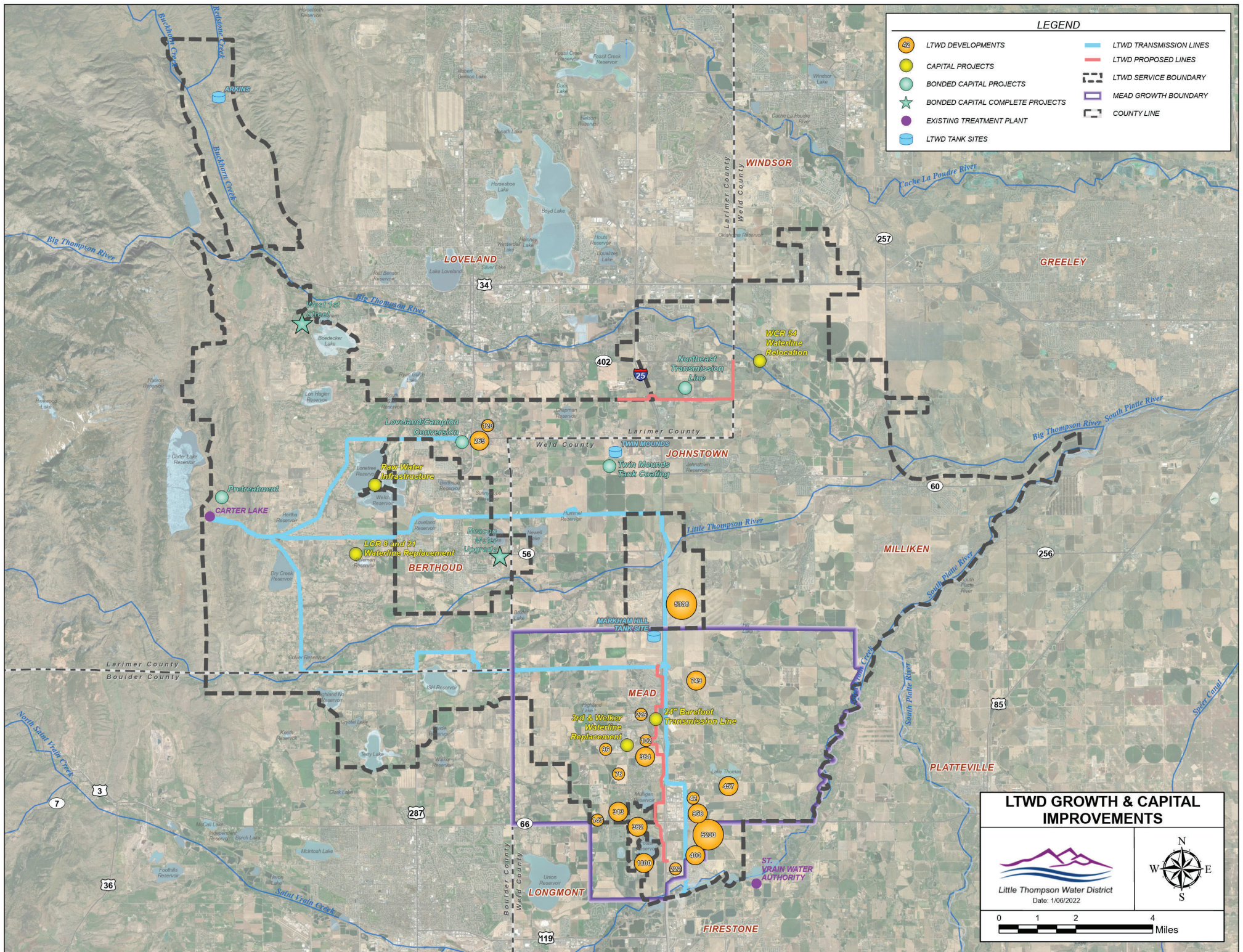
Capital Projects & Equipment - District 2023 Budget	
Capital Projects Funded by Bonding	
Northeast Transmission Line	\$ 1,300,000
Loveland/Campion Conversion Project 1	\$ 1,515,311
Capital Projects Not Funded by Bonding	
54 Bridge-Waterline Relocation	\$ 862,300
Telemetry Improvements	\$ 200,000
County Rd Improvements	\$ 200,000
Small Line Improvements	\$ 75,000
Service Connection Expense	\$ 157,200
Office Furniture & Equip (includes software)	\$ 12,500
Vehicle & Misc. Equipment	\$ 105,800
Dry Creek Feasibility for Floating Photovoltaic	\$ 35,000
LCR S & 21 Waterline Modifications	\$ 300,000
Botterill - LTWD System Modifications	\$ 100,000
3rd & Welker Waterline Replacement	\$ 1,320,000
Twin Mounds Passive Mixing System	\$ 227,000
Buckhorn Tank Mixing System Study	\$ 40,000
Water Resources Expenses	
Water Rights Purchase - Offset *	\$ 800,000
Handy/Home Supply, Raw Water Infrastructure	\$ 1,000,000
Water Rights Adjudication	\$ 800,000
2nd Use Capital	\$ 120,000
Total Capital Expenses - District	\$ 9,170,111

Capital Projects & Equipment - Joint 2023 Budget	
Dry Creek Joint Cost	\$ 150,000
Pretreatment Carter Lake Filter Plant- Bond	\$ 415,625
Garage for Equipment Tractors	\$ 235,000
Road Improvements	\$ 50,000
Total Capital Expenses - Joint	\$ 850,625

Long Term Future Capital Projects			
Campion Line Replacement Program			
Alps Line Replacement/Upgrade			
Markum Hill Storage Tank			
West I-25 Transmission Line			
Raw Water Infrastructure			
Additional Treatment Capacity			



Little Thompson Water District 2022 Water Rights Inventory			
CBT/Windy Gap			
Source	Quantity	Firm Yield Per Unit (AF)	Total Firm Yield (AF)
C-BT Class C Fixed Quota Units	5274	0.7	3,691.8
C-BT Class C Variable Quota Units	6437	0.5	3,218.5
C-BT Class D Griep Farm Units	100	0.5	50.0
Windy Gap Units Firmed by 3K AF Dry Creek Reservoir storage	19	40.0	760.0
Windy Gap Units Firmed Assuming Chimney Hollow Reservoir is Online	12	0.0	0.0
Windy Gap Units Firmed Assuming Chimney Hollow Reservoir is Online and 3K AF Firming storage in Dry Creek Reservoir	7	0.0	0.0
			7,720.3
Native Water Rights			
Source	Quantity	Firm Yield Per Share (AF)	Total Firm Yield (AF)
Big Thompson Ditch and Mfg	0.33	70.6	23.3
Consolidated Home Supply Ditch Company	88.75	3.5	310.6
Handy Ditch Company	57.7	2.5	144.3
			454.9



LEGEND

	LTWD DEVELOPMENTS		LTWD TRANSMISSION LINES
	CAPITAL PROJECTS		LTWD PROPOSED LINES
	BONDED CAPITAL PROJECTS		LTWD SERVICE BOUNDARY
	BONDED CAPITAL COMPLETE PROJECTS		MEAD GROWTH BOUNDARY
	EXISTING TREATMENT PLANT		COUNTY LINE
	LTWD TANK SITES		

LTWD GROWTH & CAPITAL IMPROVEMENTS

Little Thompson Water District
Date: 1/06/2022

0 1 2 4 Miles

Agenda Item Summary
Little Thompson Water District

Date: December 14, 2023

Item: 5.1

Staff: Amber Kauffman, District Manager

Subject: Minutes of the November 16, 2023, Regular Board Meeting.

Staff Recommendation: Staff recommends approval.

Discussion:

This document is a draft copy of the:

**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, November 16, 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
Nancy Koch, Water Resources Manager
Ken Lambrecht, Operations 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
Alfred Roberts, Customer

CALL TO ORDER

President Emily McMurtrey called the meeting to order at 5:05 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. All Directors were present.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President McMurtrey opened the Public Comments period. Mr. Alfred Roberts, District customer, introduced himself. There being no further public comments, the Public Comments period was closed.

CONSENT AGENDA

Following discussion regarding the Griep Farm Lease, the timing of the Accounts Receivable billing versus payments received, and a review of the 2024 Board Meeting Schedule, **it was moved by Director Ed Martens, seconded by Director Bill Szmyd, to approve the Consent Agenda, with an amendment to the Griep Farm Lease adding the option of up to a five-year term, including:**

- Minutes of the October 19, 2023, Regular Board Meeting,
- Tap List 694,

- **October 2023 Disbursements in the amount \$937,632.26:**
 - ❖ **Operating Account: \$604,072.92:**
 - **ACH Manual Check Numbers 4929 to 4992 – \$352,733.16,**
 - **Check Numbers 11528 to 11580 – \$251,339.76,**
 - ❖ **Payroll Account: (Two Bi-weekly payroll periods in October) for \$333,559.34:**
 - **ACH Transmittal Vouchers O-2389 to O-2400 – \$169,539.36,**
 - **ACH Direct Deposit Numbers N-13023 to N-13057 – \$164,019.98,**
 - **October 2023 Financial Report,**
 - **2024 Board Meeting Schedule,**
 - **Griep Farm Lease renewal.**
- Motion carried unanimously.**

DISCUSSION ITEMS

Public Hearing Action Item Motion to Approve 2023 Amended Budget:

Business Manager Angela Diekhoff presented the following information to the Board:

- The District is required to submit a 2023 Amended Budget to the Department of Local Affairs (DOLA) because projected expenses will exceed the budgeted amount that was presented to and approved by the board in November of 2022.
 - ❖ The additional expenses occurred in capital expenditures, of which is largely due to the water purchases of the eleven shares of Consolidated Home Supply Ditch and Reservoir Company (\$6,270,000) and one unit of Windy Gap (\$4,500,000).
 - ❖ Capital expenses for 2023 were expected to be \$10,020,736, and currently with the water purchases Staff expects to spend \$18,013,034.
 - ❖ Staff are forecasting operating expenses to be \$13,620,189 which is less than the original budgeted amount of \$14,374,736.

Following discussion, **it was moved by Director Szmyd, seconded by Director Steve Brandenburg, to adopt Resolution 2023-30 Amending the 2023 Budget and Appropriation of the Funds. Motion carried unanimously.**

Public Hearing Action Item: 2024 Budget Review and Five-Year Financial Plan: Motion to Approve Resolutions 2023-28 and 2023-29:

Business Manager Diekhoff presented the 2024 Proposed Budget along with the Five-Year Financial Plan based on the following parameters, following input from the Board and Staff strategy sessions:

- Base Fee will increase by 8 percent, and will be adjusted 1.6 percent for new tap growth,
 - ❖ Water rates - All Tiers increases by 8 percent,
- Wholesale Rates will increase 8 percent based within the guidelines of each entity's Intergovernmental Agreement (IGA),
- Bulk water sales estimated based on historical data,
- Sale of 155 taps (50 standard and 100 urban) – 5 Cash in Lieu Standard,
- Wages – Cost of Living (COL) increase of 3.4 percent, with the average increase of merit and COL of 5 percent,
- Total Employee Costs Increase of 6.34 percent compared to 2023 projected actuals,
 - ❖ Increase is due to one new employee: Administrative,
 - ❖ One part-time transition employee in Water Resources,

- ❖ One potential retirement bonus,
- Operating expenses increased by 8.11 percent compared to 2023 projected actuals,
 - ❖ Operational expenses increased for Dry Creek pumping,
 - ❖ Increase in Carter Lake Filter Plant (CLFP) operating expenses and St. Vrain Water Authority (SVWA) expenses,
- Two large Expenses that are one-time expenses to occur in 2024.
 - ❖ Raw Water Master Plan Update - \$165,000,
 - ❖ Regular Master Plan - \$135,0000,
- Capital and non-operating costs decreased by 35.19 percent compared to 2023 projected actuals,
 - ❖ This includes \$10,940,533 for unexpected costs in 2023 for Water Rights purchases,
 - ❖ True Cost increased by 65.06 percent compared to 2023 projected actuals when not including Water Rights Purchases. The increase is due to bond projects and additional capital projects,
- CLFP Treatment costs \$0.24 per 1,000 gallons and \$110,000 per month for fixed operating costs,
 - ❖ Plus, unbudgeted expenses of \$40,000.

Discussion occurred throughout the presentation, with topics including additional bonding and Cash-in-Lieu (CIL) for infrastructure.

Following the presentation, President McMurtrey opened the Public Hearing. Mr. Roberts, District customer, provided his input stating his concerns over the 8 percent rate increase, development in the District, and where water supplies will come from to supply the growth. The Board and Staff understood Mr. Roberts' concerns, appreciated his input, and advised him of the cost increases the District is also facing, the fact that some years the District has not raised rates at all, the fact that the District has no control over land management, the need to keep good employees, the increase in the cost of materials, and how frugal the Board and District are. Also noted was that the District does not supplement water for developers, as some municipalities do, but has requirements for how much water must be dedicated to the District for each water tap. Ms. McMurtrey then closed the Public Hearing.

It was moved by Director Szmyd, seconded by Director Brandenburg, to adopt Resolution 2023-28 the 2024 Budget as presented and to adopt Resolution 2023-29 to Appropriate Sums of Money for the 2024 Budget as presented. Motion carried unanimously.

[Public Hearing Action Item: Motion to Approve: Updated Rates and Fees:](#)

The Updated Rates and Fees were presented during Agenda Item 6.2 2024 Budget Review and Five-Year Financial Plan. The Public Hearing comments section was also held during Agenda Item 6.2 2024 Budget Review and Five-Year Financial Plan.

It was moved by Director Szmyd, seconded by Director Martens, to approve Section 1501.1 Schedule A – Tap Fees, Section 1502.1 Schedule B – Water Rate Schedule, Section 1502.2 Schedule C – Miscellaneous Fees, and Section 1506.5 Schedule D – Water Dedications. Motion passed unanimously.

President McMurtrey called for a break at 6:31 p.m. The meeting resumed at 6:44 p.m.

Auditor Engagement for 2023 Fiscal Year:

Business Manager Diekhoff, along with District Manager Amber Kauffman, presented the following information to the Board:

- The District published a notice for Requests for Proposals (RFPs) for an auditor on November 18, 2022.
 - ❖ Proposals to the District were required for submittal by noon on January 12, 2023.
 - ❖ The District engaged the Adams Group for the 2022 audit and according to the RFP, is eligible to engage the firm for the following three years pending their performance.
- Staff were pleased with the performance of the Adams Group on the 2022 audit and would like the Board to consider engaging them for the 2023 audit.
 - ❖ Expected Cost will not exceed \$25,475.
- Additional wording Ms. Diekhoff brought to the attention of the Board from the engagement letter was:
 - ❖ “For the year ended December 31, 2023, the District will be required to implement Governmental Accounting Standards Board (GASB) Statement No. 96, Subscription Based Information Technology (IT) - Arrangements. While this implementation is not expected to have a significant impact on the District, if significant time is incurred because of this implementation, we (the Adams Group) will discuss with management any additional fee for time incurred at our standard hourly rates.”

Following discussion, **it was moved by Director Brandenburg, seconded by Director Larry Brandt, to accept the Adams Group LLC Audit Engagement Proposal for Calendar Year 2023. Motion passed unanimously.**

Rules and Regulations Update: Motion to Approve Section 3 Water Taps:

District Manager Kauffman presented the following information to the Board:

- At the August 17, 2023, board meeting the Board approved the initiation of a new tap in between the current Conservation (Urban) Tap and the 5/8-inch Standard Tap and reestablished the 3/4-inch tap (Estate Tap).
- As a result, Section 3 needed to be updated with the tap information and staff took it as an opportunity to update some other issues at the same time.
- Generally, the updates include:
 - ❖ changes to ensure the Tapholder is generally responsible for anything tied to the property ownership,
 - ❖ clarification for the types of residential taps based on the lot size criteria and recommendations for lawn sizes in order to stay within the annual allotment,
 - ❖ availability of an accessory dwelling regardless of the type of tap as long as the additional allotment of water is purchased for service to the new dwelling,
 - ❖ defines the level of responsibility of the District if it locates a fire service line,
 - ❖ clarification on the commitment letter process and assignment of water credit, and
 - ❖ requirements for landscaping and hardscaping separation from District facilities including meter pits, service lines and waterlines.

Following discussion, **it was moved by Director Szmyd, seconded by President McMurtrey, to approve the updates to rules and Regulations Section 3 Water Taps. Motion passed unanimously.**

The Town of Johnstown (Johnstown) IGA:

District Manager Kauffman presented the following information to the Board:

- Johnstown's Town Manager, Matt LeCerf, and Ms. Kauffman have been working on an IGA between Johnstown and the District.
- The proposed agreement is intended to replace the existing 2002 IGA and the 2009 IGA.
- There are some differences in the updated IGA, the largest of which is the removal of the 2009 IGA requirement for Johnstown to pay 10 years of revenue from taps located on property that is being annexed into Johnstown and thereby served by the town.
 - ❖ Ms. Kauffman advised the Board that properties that are annexed are typically larger parcels, with no one living on the properties for several years before development begins; therefor the District does not usually lose revenue.
 - ❖ Ms. Kauffman is researching how to have the original court order dismissed.
- Ms. Kauffman attempted to negotiate a service boundary; however, Johnstown City Council was not interested as they have the right to annex and serve where they wish.
- Johnstown Council and the District Board will be reviewing the IGA in November and the IGA will come back in December for approval.
- Any recommendations for changes by either party will be outlined at the December meeting.

Following discussion, **it was moved by President McMurtrey, seconded by Director Martens, to approve the IGA as long as any additional changes are minor. Motion passed unanimously.**

Agreement for Sale and Purchase of One Windy Gap Unit:

District Manager Kauffman presented the following information to the Board:

- The District Board approved the bid for the purchase of one unit of unfirmed Windy Gap water from Platte River Power Authority (PRPA) at the August board meeting.
- A copy of the proposed contract for Board review and approval was included in the Board Packet.
 - ❖ The agreement had been reviewed by both parties' legal counsel.
- The Municipal Subdistrict Board of the Northern Colorado Water Conservancy District (Northern) will review the transfer of the unit from PRPA to the District at their December 7 board meeting.
- There is no indication that the Municipal Subdistrict will deny the transfer.
 - ❖ Subsequently to the review and likely approval of the transfer, a closing will be arranged for the payment.

It was moved by Director Szmyd, seconded by President McMurtrey, to authorize District Manager Amber Kauffman to sign the Sale and Purchase Agreement one approved by Northern. Motion passed unanimously.

CLFP:

Directors Brandenburg and Ryan Heiland presented the following information to the Board:

- The CLFP Board approved the 2024 budget.
 - ❖ Discussion occurred regarding the conversion of the Old North Plant to increase contact time for the water treatment.

- ❖ A decision had not been made to go ahead with the project due to structural issues.
- CLFP Staff do not believe the taste and odor issues are caused by geosmin in Dry Creek Reservoir.
 - ❖ Further testing is to be performed.
- NoCo Engineering found a new electrical engineer who has history with CLFP.
- Sizing and pipe aligning had begun for the pump station at Dry Creek Reservoir arranging for the new one-million-gallon per day (MGD) pump.
 - ❖ Adding a one MGD feed will give CLFP Plant Manager Rick Whittet the ability to pump year-round.
 - ❖ The addition of Native Waters to Dry Creek Reservoir the need to pump year-round will increase.
- District Manager Kauffman was not in attendance at the meeting and did not know if the Southern Water Supply Project (SWSP) One and Two, as well as the Carter Lake Outlet Works Outage was discussed.
 - ❖ Ms. Kauffman advised the Board the outage will take place between 8:00 a.m. February 5, 2024, and 5:00 p.m. February 12, 2024.
 - ❖ Ms. Kauffman hoped the shutdown for the high pressure line would only take one day.

Discussion followed regarding current pumping capacity from Dry Creek Reservoir and the need to increase the capacity.

SVWA:

District Manager Kauffman and Director James Walker presented the following information to the Board:

- The SVWA Board approved the 2024 budget.
- A bill payment was requested for the injection well because a step test was being performed as the injection well was already at capacity.
 - ❖ SVWA had planned on performing the test in 2024 but decided to start in 2023.
 - ❖ The Environmental Protection Agency (EPA) requires the step testing.
- Payment to the subcontractors has not been resolved and continues to delay completion of the project.

Public Hearing: Action Item: Resolution 2023-31 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 Heiland, to adopt Resolution 2023-31 Exclusions (Graziano, Medical Center of the Rockies, Poudre Valley Health Care). Motion Carried unanimously.

STAFF REPORTS

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

- District Activities:
 - ❖ On October 23 Kimley-Horn, a consulting engineering firm, came to the office and gave a presentation on the two main types of concrete tanks to consider for the District's future water tank on Markum Hill (A T and T Hill).
 - The presentation was attended by Engineering and Operations Staff.

- ❖ On October 24 Staff from Horrocks and the District gathered for a kickoff meeting for the native water conveyance projects that we call H² and RFO.
 - Horrocks will be collecting survey data and title data to assist in determining the best path for the two pipelines.
- ❖ On October 30 representatives from Colorado Department of Transportation (CDOT), the Town of Mead (Mead) and the District met (virtually) to ensure coordination with CDOT's widening of Interstate-25 (I-25) and Mead's evaluation of an additional interchange at Weld County Road (WCR) 38.
 - Both projects have potential to impact the District's property for the Markum Hill Tank and for easements the District has been acquiring for the Brookfield/Barefoot pipeline.
 - The meeting was helpful for all to understand what activity is going on in that direct area.
- ❖ Civil Engineer III Jake Hebert, P.E. and Ms. Kauffman met with the City of Loveland (Loveland) on October 30 to review the service area for a proposed development north of State Highway 60 that falls in both of our proposed service areas.
 - The meeting was a great time to talk about issues relevant to both entities and clarify review of proposals that are submitted by Loveland to the District.
- ❖ Ms. Kauffman had lunch with Helen Migchelbrink, Mead Town Manager, on November 8.
 - Topics included relationships between the two agencies, current development projects, future development projects, and upcoming plans by other agencies for road construction that could provide opportunities for utility corridors for the District and challenges for existing water infrastructure.
- ❖ District Holiday Lunch will be had November 17 at The Boot Bar and Grill.
 - The office will close around 11:30 for staff to get to the lunch.
- ❖ Ms. Kauffman planned to attend the NoCo Water Alliance Meeting on November 17.
- ❖ Ms. Kauffman was working with the Town of Milliken (Milliken) to identify customers on Milliken's waterline to transfer to them, which will result in an amended IGA.
- Anticipated December Board Meeting Topics:
 - ❖ Wildrock biannual check-in.
 - ❖ Impact of Dry Up requirements for native shares.
 - ❖ Review of 2023 Goals.
 - ❖ 2024 Goals.
 - ❖ District Manager Review.
- Other:
 - ❖ Staff met with Brookfield, and they would like to put together a terms-sheet regarding what the District participation in the oversizing of the West I-25 Transmission Line.
 - ❖ Ms. Kauffman noted that she had received an email from Soldier Canyon Water Treatment Plant, and they had advised her of how they used an intern program with a local high school to have a certified operator.

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

- Board:
 - ❖ The Board members were asked to advise Administrative Assistant Judy O'Malley what dates in January 2024 would be the best to have a Holiday Dinner.
- Eye on Water (EOW):
 - ❖ District customers signing up for new EOW accounts continued to increase slightly.

- ❖ Ms. Diekhoff noted that offering an incentive helped motivate customers to sign up for accounts.
- ❖ Ms. Diekhoff plans to offer another incentive in the spring of 2024.

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

- There were three Tap Commitment Requests for October. The year-to-date total was 64.
- Capital Projects:
 - ❖ Staff have become very involved with the land agents on the easement acquisitions for the Northeast Transmission Line.
 - Business Project Manager Kammy K. Tinney was assisting with the easement acquisitions.
 - ❖ The Twin Mounds Five-million-gallon (MG) Tank project has been completed.
 - The tank will remain offline for the winter.
 - ❖ The Loveland / Campion project had begun and was progressing so well it is expected to be completed earlier than originally anticipated.
 - The project is also expected to finish under budget.
 - ❖ The 54 Bridge Waterline Relocation is going well, and Staff hoped the project would be completed before Thanksgiving.
 - ❖ A kickoff meeting was held for the Raw Water Infrastructure project.
 - Horrocks Engineers were present and both the H² and the RFO projects are underway.
- Development Projects:
 - ❖ There were no new projects.
 - ❖ Existing projects were entering different phases of acceptance.
- Other Engineering Department Activities:
 - ❖ Engineering Staff remained busy with referrals, development projects, capital improvement projects and the water court change case.
 - ❖ Design coordination with CDOT for their I-25 Segment 5 Improvement Project (Highway 66 to Highway 56) was aggressively ramping up.
 - ❖ Discussion continued with Brookfield for construction of the West I-25 Transmission Line, and funding of the required oversizing.
 - Easement acquisition is complete except for final negotiations with two property owners.

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

- The 2023 - 2024 Water Year began on November 1, 2023.
- Water use for the month of October was up a little as the weather had been warm.
- Water Court Change Cases Updates:
 - ❖ Expert witnesses testified for Johnstown in their Home Supply case.
 - Water Resources Staff hope Johnstown receives a good deal and that the District can follow behind Johnstown.
 - ❖ Water Resources Staff filed the Caitlin in the Handy Ditch case.
 - Staff were waiting for the review and conditions.
- Water Efficiency:
 - ❖ 100 percent of the Sprinkler Audits had been filled in the 2023 season.
 - ❖ The District was awarded a grant to assist with the Lawn Replacement program in 2024.

- ❖ Water Resources Staff gave a Water Conservation presentation to the Mead Board of Trustees.
 - The presentation was well received.
 - Ms. Hoff commended Conservation Specialist Holly Suess and Water Resources Administrator Garrett Dickson for their hard work on the presentation.

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

- The first samples of the Unregulated Contaminant Monitoring Rule (UMCR) 5 were sent to the lab.
- Project Updates and Notes:
 - ❖ The fire alarm system final inspection turned out well.
 - ❖ Some problems had occurred during the telemetry upgrades but were being worked on.
 - ❖ There had been little change to the valve exercising status as the Valve Exerciser Crew Leader Alan Cordova had continued working with the Backhoe Crew.
- The Colorado Department of Public Health and Environment (CDPHE) determined two items from the audit were significant deficiencies and one violation.
 - ❖ One deficiency was after almost 20 years of the Northmoor tank being completely idle CDPHE wanted it to be completely severed.
 - ❖ The second was two small holes in the Mead tank.
 - Both deficiencies have already been addressed.
 - ❖ The violation was the fact that a comprehensive inspection has to be completed every five years.
 - The Operations Staff had not completely drained the two million gallon (mg) tank for inspection while the five mg tank was being refurbished.
 - Staff perform comprehensive inspections every year but did not retain records.
 - CDPHE advised Mr. Lambrecht the District should have revised the inspection plan.
 - ❖ Due to CDPHE's decision on the findings the District must send a letter to every customer notifying them of the violation.

DIRECTOR REPORTS

- President McMurtrey asked Board Members who attended the Northern Water User Symposium to express their thoughts on the meeting:
 - ❖ Ms. McMurtrey found the entire session interesting. And agreed that Northern Colorado needs to protect the local water sources from being moved to other parts of the state.
 - ❖ Director Brandt sat next to Director Walker and had been previously unaware that individuals owned shares of Colorado-Big Thompson (C-BT) water. A neighbor of Mr. Walker owns 100 shares and questioned Mr. Brandt on purchasing a District water tap. The woman was also speaking with Conservation Specialist Suess, but Mr. Brandt was unaware of what the conversation consisted of.
 - ❖ Director Walker noted that during the session a presenter listed four types of dogs and their traits. The presenter asked the group which type of dog Northern should be regarding protecting local waters, based on the traits.
 - ❖ Director Brandenburg also found the dog comparison interesting. Mr. Brandenburg questioned if the District can be involved as objectors to Water Court cases that move water out of Northern Colorado.

- District Manager Kauffman noted that the District would not be objectors directly as the cost would be substantial but are able to support Northern.
- Ms. Kauffman encouraged Mr. Brandenburg to attend Northern Board Meetings.

Director Martens noted that last year Europe was using wood pellets for heat stating it was a “green” energy source. England has since found that it is not “green”, but it is contributing to climate change.

Director Szmyd advised that Loveland has the ability to have an employee to just review water losses and they have a very elaborate chart. Mr. Szmyd will forward a copy to Ms. Kauffman. Mr. Szmyd also suggested the Board have a White Elephant exchange at the January dinner.

It was moved by Director Martens, seconded by Director Brandt, to adjourn the meeting at 8:06 p.m. Motion carried unanimously.

Respectfully submitted,

Amber Kauffman

Agenda Item Summary
Little Thompson Water District

Date: November 16, 2023

Item: 5.2

Staff: Amber Kauffman, District Manager; Holly Suess, Conservation Specialist; Judy O'Malley, Administrative Assistant

Subject: Tap List 695**Staff Recommendation: Staff recommends approval.****Discussion:**

TAP LIST 695 ~ NEW AND AMENDED CONTRACTS

TAP #	NAME	5/8-inch MINI	5/8-inch URBAN	5/8-inch STANDARD	OTHER	WATER RIGHTS	CIL
6775	QuikTrip Corporation				1 and 1/2 inch	3.5 AF	
10310	Lennar		X			.35 AF	
10311	Lennar		X			.35 AF	
10312	Lennar		X			.35 AF	
10313	Lennar		X			.35 AF	
10314	Lennar		X			.35 AF	
10315	Lennar		X			.35 AF	
10316	Lennar		X			.35 AF	
10317	Lennar		X			.35 AF	
10318	Lennar		X			.35 AF	
10319	Lennar		X			.35 AF	
10320	Lennar		X			.35 AF	
10321	Lennar		X			.35 AF	
10322	Lennar		X			.35 AF	
10323	Lennar		X			.35 AF	
10324	Lennar		X			.35 AF	
10325	Michael & Moriah Pond		X				.35 AF
10326	Richmond American Homes		X			.35 AF	
10327	Richmond American Homes		X			.35 AF	
10328	Richmond American Homes		X			.35 AF	
10329	Richmond American Homes		X			.35 AF	

	5/8-inch MINI	5/8-inch URBAN	5/8-inch STANDARD	OTHER	WATER RIGHTS	CIL
NOVEMBER 2023 TOTALS		20	0	1	10.15 AF	.35 AF
YEAR-TO-DATE 2023 TOTALS	0	198	28	6	90.35 AF	4.25 AF
TAPS BUDGETED 2023	0	220	5			

Tap Commitments	Balance
Taps with Water Rights Satisfied/Water Dedications	52
Dormant Taps	5
Total Other Tap Commitments	57

MISC. RECEIVABLES

TAP #	NOTES	ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	CIL
8126	Upsized Urban Tap to Standard Tap	0	1	0	.35 AF
		ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	CIL
NOVEMBER 2023 TOTALS		0	1	0	.35 AF
YEAR-TO-DATE 2023 TOTALS		2	3	1	3.27 AF

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

Subject: November 2023 Disbursements.

Staff Recommendation: Approval.

November 2023 Disbursements

Request approval of the November 2023 Cash Disbursements in the amount of \$3,226,418.21.

Operating Account: \$2,812,210.70

ACH Manual Check Numbers 4993 to 5091 – \$1,854,493.24.

Check Numbers 11581 to 11646– \$957,717.46.

Payroll Account: \$414,207.51 (Two bi-weekly payroll periods paid in November)

Live Checks 2126 to 2161-\$64,845.23

ACH Transmittal Vouchers 2401 to 2412 – \$179,326.71.

ACH Direct Deposit Numbers 13101 to 13177– \$170,035.57.

Discussion:

All expenses are for normal operating costs, except for \$1,452,242.08 for Bond and Loan Payments, \$605,704.69 for Capital Cost – District, and \$44,579.40 for Capital Cost – Joint.

Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 11/01/2023 to 11/30/2023

Employee Related Expenses	\$	414,207.51
2020 Revenue Bond Interest	\$	880,850.00
Capital Projects-District	\$	605,704.69
2017 BBT Loan Principal	\$	571,392.08
Filter Plant Ops Expense	\$	151,042.78
Water Rights - Other	\$	100,000.00
Sys Repairs	\$	87,973.83
Engr/CAD/Prof Expenses	\$	79,482.45
Capital Projects-Joint	\$	44,579.40
Telemetry Improvements	\$	31,516.16
Valve Repairs and Maintenance	\$	24,320.04
Credit Card-Conferences-\$4144;Membership-\$430; Computer-\$7515; Office Sup-\$202; Bld/Grnds-\$1065; Office Exp-\$2945;Uniforms-\$539; Vehicle-\$146; Capital-\$561; Misc-\$6002	\$	24,030.06
Vehicle Expenses	\$	23,851.65
24 Brookfield WL Passthrough	\$	21,880.33
O & M Expenses	\$	20,927.64
Service Contracts	\$	18,464.52
St. Vrain Authority	\$	17,745.43
Water Rights Consulting	\$	15,165.00
Water Resources General Legal	\$	13,266.65
Office Expenses	\$	11,500.74
Fire Hyd Meter Deposits Refunds	\$	7,693.00
Inventory	\$	6,804.00
Routine Repairs	\$	6,329.54
Communication Expenses	\$	5,886.05
Uniforms	\$	5,692.18
Dry Creek Reservoir Expenses	\$	5,282.50
Firestone Surcharge Fee	\$	4,462.61
Operations - Utilities	\$	4,167.55
Bulk Water Revenue	\$	3,870.00
Bldg/Grnd Expenses	\$	3,236.81
Safety Expenses	\$	3,079.28
Assessments - Carryover	\$	2,590.00
Locate Expenses	\$	1,957.92
WQ - Monthly Sampling	\$	1,716.95
Memberships	\$	1,237.50
Purchased Water Expenses	\$	1,161.71
Generator Maintenance	\$	1,100.25
GIS	\$	840.00
Storage Tank Maintenance	\$	704.59
Cathodic Protection	\$	448.13
Insurance-Property & Casualty	\$	224.75
Cross Con/Backflow Program	\$	31.93
Total	\$	3,226,418.21

Little Thompson Water District
Cash Disbursements Detail
Check Issue Dates: 11/01/2023 to 11/30/2023

Operations

Check Number	Check Issue Date	Payee	Description	Amount
5061	11/16/2023	UMB Bank NA	2020 Revenue Bond Interest	\$ 880,850.00
5060	11/16/2023	Truist Governmental Finance	2017 BBT Loan Principal	\$ 571,392.08
11626	11/15/2023	Timber Wolf Excavating LLC	Capital Projects-District-Loveland/Campion Conversion	\$ 467,820.31
4998	11/2/2023	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 151,042.78
11602	11/1/2023	Swedish Industrial Coatings, LLC	Capital Projects-District-5MG Twin Mounds Tank Coating	\$ 101,750.63
11618	11/15/2023	M&J Dairy LLC	Water Rights - Other	\$ 100,000.00
11588	11/1/2023	Farnsworth Group Inc	Engr/CAD/Prof Expenses	\$ 78,432.45
11601	11/1/2023	St Vrain Companies Inc.	Sys Repairs	\$ 50,225.00
5074	11/30/2023	Carter Lake Filter Plant	Capital Projects-Joint-Dry Creek-Pump Station	\$ 40,415.65
11614	11/15/2023	Herbert E&I, LLC	Telemetry Improvements	\$ 31,516.16
5029	11/3/2023	Adams Bank MasterCard	Credit Card-Conferences-\$4144;Membership-\$430; Computer-\$7515; Office Sup-\$202; Bld/Grnds-\$1065; Office Exp-\$2945;Uniforms-\$539; Vehicle-\$146; Capital-\$561; Misc-\$6002	\$ 24,030.06
5013	11/2/2023	Orback Construction	Valve Repairs and Maintenance	\$ 23,805.00
11624	11/15/2023	St. Vrain Water Authority	St. Vrain Authority	\$ 17,745.43
11635	11/29/2023	Farnsworth Group Inc	24 Brookfield WL Passthrough	\$ 15,939.50
5057	11/16/2023	Snowmelt Water Engineering, LLC	Water Rights Consulting	\$ 15,165.00
5040	11/16/2023	Carlson Hammond & Paddock	Water Resources General Legal	\$ 13,266.65
5058	11/16/2023	Stratus Information Systems (ITX)	O & M Expenses	\$ 13,059.67
11590	11/1/2023	Gopher Excavation Inc	Sys Repairs	\$ 12,800.00
11604	11/1/2023	VS Concrete Services	Sys Repairs	\$ 11,500.00
5042	11/16/2023	CR LAND SERVICES, LLC	Capital Projects-District-Northeast Transmission Line	\$ 9,200.00
5022	11/2/2023	WEX Bank	Vehicle Expenses	\$ 9,167.74
11611	11/15/2023	Gopher Excavation Inc	Capital Projects-District-Small Line Abandonment	\$ 8,893.00
5088	11/30/2023	WEX Bank	Vehicle Expenses	\$ 8,645.52
11643	11/29/2023	SOLOMON HOWES & KRISTIN HOWES	Capital Projects-District-Northeast Transmission Line	\$ 7,500.00
5038	11/16/2023	Badger Meter	Inventory	\$ 6,804.00
11625	11/15/2023	Starr & Westbrook PC	Office Expenses	\$ 6,103.54
5047	11/16/2023	INFOSEND INC	Service Contracts	\$ 6,005.78
5021	11/2/2023	Western States Land Services LLC	24 Brookfield WL Passthrough	\$ 5,940.83
4999	11/2/2023	CBRE, Inc.	Capital Projects-District-Northeast Transmission Line	\$ 4,850.00

Check Number	Check Issue Date	Payee	Description	Amount
4993	11/2/2023	Badger Meter	Service Contracts	\$ 4,731.62
5001	11/2/2023	Dana Kepner Company Inc	Sys Repairs	\$ 4,595.40
11627	11/15/2023	Town of Firestone	Firestone Surcharge Fee	\$ 4,462.61
5024	11/2/2023	WildRock PR & Marketing, LLC	Office Expenses	\$ 3,800.00
5006	11/2/2023	INFOSEND INC	Service Contracts	\$ 3,527.94
11639	11/29/2023	Norfield Development Partners, LLC	Service Contracts	\$ 3,440.00
5011	11/2/2023	Loveland Barricade	Sys Repairs	\$ 3,198.00
5010	11/2/2023	Landmark EPC LLC	Capital Projects-District-Loveland/Campion Conversion	\$ 3,161.50
5072	11/30/2023	4Rivers Equipment	Vehicle Expenses	\$ 2,850.26
5090	11/30/2023	YSI, Inc.	Capital Projects-Joint-Dry Creek-Joint-Monitoring Sys	\$ 2,850.00
5045	11/16/2023	Home Depot Credit Services	O & M Expenses	\$ 2,638.58
11623	11/15/2023	St. Vrain and Left Hand Water Cons Dist	Assessments - Carryover	\$ 2,590.00
11619	11/15/2023	Metal Distributors LLC	Routine Repairs	\$ 2,491.20
11598	11/1/2023	PROSPER LAND	Bulk Water Revenue	\$ 2,310.00
5051	11/16/2023	Loveland Ready Mix Concrete Inc.	Sys Repairs	\$ 2,299.11
5062	11/16/2023	USA Blue Book	O & M Expenses	\$ 2,132.74
11595	11/1/2023	Metal Distributors LLC	Routine Repairs	\$ 2,055.84
5091	11/30/2023	Poudre Valley REA	Operations - Utilities	\$ 1,910.57
11610	11/15/2023	Custom Coatings	Routine Repairs	\$ 1,782.50
11591	11/1/2023	GRAYLINE LLC	Fire Hyd Meter Deposits	\$ 1,729.00
11637	11/29/2023	LG Everist Inc	Sys Repairs	\$ 1,680.24
11589	11/1/2023	GLH CONSTRUCTION	Fire Hyd Meter Deposits	\$ 1,679.00
11613	11/15/2023	HEI CIVIL	Bulk Water Revenue	\$ 1,560.00
5034	11/9/2023	Poudre Valley REA	Operations - Utilities	\$ 1,420.02
5059	11/16/2023	Timber Line Electric & Control	Dry Creek Reservoir Expenses	\$ 1,405.50
11609	11/15/2023	Colorado Analytical	Dry Creek Reservoir Expenses	\$ 1,376.00
11584	11/1/2023	Colorado Analytical	Dry Creek Reservoir Expenses	\$ 1,376.00
5069	11/28/2023	Verizon Wireless	Communication Expenses	\$ 1,292.80
11599	11/1/2023	Scheels All Sports	Uniforms	\$ 1,266.40
11642	11/29/2023	SDA of Colorado	Memberships	\$ 1,237.50
5020	11/2/2023	UNCC	Locate Expenses	\$ 1,233.24
5050	11/16/2023	Landmark EPC LLC	Capital Projects-District-Loveland/Campion Conversion	\$ 1,230.25

Check Number	Check Issue Date	Payee	Description	Amount
4995	11/2/2023	B-Town Automotive	Vehicle Expenses	\$ 1,190.23
5067	11/22/2023	COMCAST	Communication Expenses	\$ 1,165.05
5008	11/2/2023	John Deere Financial	Safety Expenses	\$ 1,127.87
4996	11/2/2023	Carter Lake Filter Plant	Dry Creek Reservoir Expenses	\$ 1,125.00
11605	11/15/2023	Alpine Power Solutions	Generator Maintenance	\$ 1,100.25
5064	11/16/2023	WILLDAN FINANCIAL SERVICES	Engr/CAD/Prof Expenses	\$ 1,050.00
5066	11/22/2023	AT&T Mobility	Communication Expenses	\$ 1,047.74
5081	11/30/2023	Jax Outdoor Gear	Uniforms	\$ 1,046.88
11597	11/1/2023	NIXCAVATING	Fire Hyd Meter Deposits	\$ 1,000.00
11592	11/1/2023	HORIZON PIPELINE	Fire Hyd Meter Deposits	\$ 1,000.00
5068	11/27/2023	XCEL Energy	Bldg/Grnd Expenses	\$ 968.58
11603	11/1/2023	TROY FORMING CONCRETE	Fire Hyd Meter Deposits	\$ 950.00
11587	11/1/2023	EZ EXCAVATING INC	Fire Hyd Meter Deposits	\$ 950.00
5025	11/2/2023	Verizon Wireless	Communication Expenses	\$ 932.99
11616	11/15/2023	In-Situ Inc.	Capital Projects-Joint-Dry Creek-Joint-Monitoring Sys	\$ 928.75
11645	11/29/2023	Waas Campbell Rivera Johnson & Velasquez	Capital Projects-District-Northeast Transmission Line	\$ 899.00
11633	11/29/2023	Colorado Analytical	O & M Expenses	\$ 895.00
5054	11/16/2023	Rocky Mtn Quick Lube	Vehicle Expenses	\$ 874.04
5005	11/2/2023	IMEG	GIS	\$ 840.00
11644	11/29/2023	Stone Heating and Air, LLC	Bldg/Grnd Expenses	\$ 720.00
5083	11/30/2023	Loveland Barricade	Sys Repairs	\$ 719.00
5044	11/16/2023	Frontier Business Products	Service Contracts	\$ 718.74
11583	11/1/2023	City of Longmont	WQ - Monthly Sampling	\$ 675.00
5041	11/16/2023	Cintas Corporation #737	Bldg/Grnd Expenses	\$ 670.11
5048	11/16/2023	Jax Outdoor Gear	Uniforms	\$ 669.99
11640	11/29/2023	Poulsen Ace Hardware	Locate Expenses	\$ 643.68
5000	11/2/2023	Cintas Corporation #737	Safety Expenses	\$ 623.22
11608	11/15/2023	City of Longmont	WQ - Monthly Sampling	\$ 607.50
4994	11/2/2023	Bomgaars Supply	Uniforms	\$ 585.48
11622	11/15/2023	Scheels All Sports	Uniforms	\$ 578.96
11586	11/1/2023	Davidson-Gebhardt Chevrolet	Vehicle Expenses	\$ 567.29
5055	11/16/2023	Safety Services Inc.	Safety Expenses	\$ 550.00

Check Number	Check Issue Date	Payee	Description	Amount
5016	11/2/2023	Sam's Club	Safety Expenses	\$ 534.20
5075	11/30/2023	Cintas Corporation #737	Bldg/Grnd Expenses	\$ 521.14
5002	11/2/2023	Ferguson Waterworks	Valve Repairs and Maintenance	\$ 515.04
5077	11/30/2023	Dana Kepner Company Inc	Storage Tank Maintenance	\$ 514.00
5043	11/16/2023	Ferguson Waterworks	O & M Expenses	\$ 504.17
5084	11/30/2023	Northern Co Water Cons Dist	Purchased Water Expenses	\$ 500.00
5082	11/30/2023	John Deere Financial	Uniforms	\$ 472.29
5079	11/30/2023	Handy Ditch Company	Purchased Water Expenses	\$ 450.00
11600	11/1/2023	Scorr Solutions	Cathodic Protection	\$ 448.13
5027	11/2/2023	Poudre Valley REA	Operations - Utilities	\$ 446.58
11630	11/29/2023	Berthoud Ace Hardware	O & M Expenses	\$ 441.09
11634	11/29/2023	Construction Supply House	Sys Repairs	\$ 414.00
5032	11/7/2023	Verizon Wireless	Communication Expenses	\$ 412.24
5019	11/2/2023	UMB Bank NA	Office Expenses	\$ 400.00
5009	11/2/2023	KIMLEY-HORN ASSOCIATES, INC.	Capital Projects-District-Cty Rd Improvements	\$ 400.00
11593	11/1/2023	LIGHTNING VENTURES	Fire Hyd Meter Deposits	\$ 385.00
4997	11/2/2023	Carter Lake Filter Plant	Pretreatment Design	\$ 385.00
11615	11/15/2023	IDEXX	WQ - Monthly Sampling	\$ 369.93
5033	11/7/2023	COMCAST	Communication Expenses	\$ 359.57
11641	11/29/2023	SAFEChecks	O & M Expenses	\$ 339.67
5031	11/6/2023	CenturyLink	Communication Expenses	\$ 337.99
5026	11/2/2023	Verizon Wireless	Communication Expenses	\$ 337.67
5070	11/28/2023	United Power Inc	Operations - Utilities	\$ 334.01
11620	11/15/2023	Prairie Mountain Media	Office Expenses	\$ 330.14
5014	11/2/2023	PIONEER	Sys Repairs	\$ 292.62
5087	11/30/2023	Sam's Club	Office Expenses	\$ 279.09
11596	11/1/2023	MI Sports	Uniforms	\$ 270.00
5089	11/30/2023	Whiteside's Boots	Uniforms	\$ 265.71
5076	11/30/2023	Core & Main LP	O & M Expenses	\$ 251.00
5071	11/29/2023	Town of Berthoud	Bldg/Grnd Expenses	\$ 229.36
5046	11/16/2023	InfoArmor, Inc.	Insurance-Property & Casualty	\$ 224.75
11632	11/29/2023	Bowman Construction Supply	Sys Repairs	\$ 199.35
11612	11/15/2023	Grainger	Storage Tank Maintenance	\$ 190.59

Check Number	Check Issue Date	Payee	Description	Amount
11631	11/29/2023	Bobcat of the Rockies	Vehicle Expenses	\$ 188.80
5023	11/2/2023	Whiteside's Boots	Uniforms	\$ 179.99
5028	11/3/2023	Central Weld County Water District	Purchased Water Expenses	\$ 178.96
11606	11/15/2023	Berthoud Ace Hardware	O & M Expenses	\$ 174.95
11581	11/1/2023	Arapahoe Rental	O & M Expenses	\$ 155.67
11628	11/15/2023	Weld County Clerk & Recorder	Office Expenses	\$ 155.00
11617	11/15/2023	LTWD Petty Cash Fund	O & M Expenses	\$ 147.83
5052	11/16/2023	Mobile Lab USA LLC	Safety Expenses	\$ 134.00
11636	11/29/2023	Larimer County Clerk & Recorder	Office Expenses	\$ 130.00
5015	11/2/2023	Rocky Mtn Quick Lube	Vehicle Expenses	\$ 128.62
11638	11/29/2023	MI Sports	Uniforms	\$ 127.50
11594	11/1/2023	LTWD Petty Cash Fund	Office Expenses	\$ 117.41
5049	11/16/2023	John Deere Financial	Uniforms	\$ 113.99
5063	11/16/2023	Whiteside's Boots	Safety Expenses	\$ 109.99
5039	11/16/2023	B-Town Automotive	Vehicle Expenses	\$ 93.99
5073	11/30/2023	Bomgaars Supply	O & M Expenses	\$ 84.36
5018	11/2/2023	Tractor Supply Credit Plan	O & M Expenses	\$ 82.96
11585	11/1/2023	Construction Supply House	Locate Expenses	\$ 81.00
5012	11/2/2023	Napa Auto Parts	Vehicle Expenses	\$ 77.86
11621	11/15/2023	S & S Sanitation	Bldg/Grnd Expenses	\$ 68.56
5085	11/23/2023	Rocky Mtn Quick Lube	Vehicle Expenses	\$ 67.30
11629	11/15/2023	Workwear Store	Uniforms	\$ 64.99
5004	11/2/2023	Home Depot Credit Services	WQ - Sampling Stations	\$ 64.52
5053	11/16/2023	PIONEER	Bldg/Grnd Expenses	\$ 59.06
5056	11/16/2023	Sam's Club	Office Expenses	\$ 54.44
11582	11/1/2023	Berthoud Ace Hardware	Sys Repairs	\$ 51.11
11607	11/15/2023	Blazing Needles Promotions	Uniforms	\$ 50.00
5017	11/2/2023	Sam's Club	Office Expenses	\$ 46.94
5086	11/30/2023	Sam's Club	Office Expenses	\$ 45.18
11646	11/29/2023	Weld County Clerk & Recorder	Office Expenses	\$ 39.00
5065	11/20/2023	City of Loveland Water & Power	Purchased Water Expenses	\$ 32.75
5080	11/30/2023	Home Depot Credit Services	Cross Con/Backflow Program	\$ 31.93
5003	11/2/2023	Frontier Business Products	Service Contracts	\$ 30.97
5037	11/15/2023	XCEL Energy	Operations - Utilities	\$ 26.39
5007	11/2/2023	Jax Outdoor Gear	O & M Expenses	\$ 19.95
5036	11/13/2023	XCEL Energy	Operations - Utilities	\$ 16.70
5035	11/10/2023	XCEL Energy	Operations - Utilities	\$ 13.28
5078	11/30/2023	Frontier Business Products	Service Contracts	\$ 9.47
5030	11/6/2023	CenturyLink	Void	\$ -
Total Operations				\$ 2,812,210.70

Check Number	Check Issue Date	Payee	Description	Amount
Payroll				
2126-2161	11/16/2023	Live Checks	Bonuses	\$ 64,845.23
2401	11/6/2023	EFTPS	Federal Withholding Tax Pay Period: 11/5/2023	\$ 31,136.06
2402	11/6/2023	CDOR	CO State Withholding Tax Pay Period: 11/5/2023	\$ 4,297.00
2403	11/6/2023	COLONIAL LIFE INSURANCE	COLONIAL LIFE Pay Period: 11/5/2023	\$ 241.58
2404	11/6/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 11/5/2023	\$ 13,674.67
2405	11/6/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 11/5/2023	\$ 9,071.80
2406	11/6/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 11/5/2023	\$ 2,059.24
2407	11/20/2023	EFTPS	Federal Withholding Tax Pay Period: 11/19/2023	\$ 39,871.23
2408	11/20/2023	CDOR	CO State Withholding Tax Pay Period: 11/19/2023	\$ 4,293.00
2409	11/20/2023	CEBT	Insurance CEBT Pay Period: 11/19/2023	\$ 50,059.80
2410	11/20/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 11/19/2023	\$ 13,300.69
2411	11/20/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 11/19/2023	\$ 9,362.40
2412	11/20/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 11/19/2023	\$ 1,959.24
13101-13135	11/7/2023	Direct Deposit	Period ending 11/5/2023	\$ 87,093.16
13136	11/7/2023	Szmyd, William R	October Board Meeting	\$ 105.32
13137	11/7/2023	Martens, Edward M	October Board Meeting	\$ 108.33
13138	11/7/2023	Brandt, Larry R	October Board Meeting	\$ 111.35
13139	11/7/2023	Brandenburg, Steven T	October Board Meeting	\$ 104.66
13140	11/7/2023	McMurtrey, Emily J	October Board Meeting	\$ 102.04
13141	11/7/2023	Walker, James J	October Board Meeting	\$ 111.87
13142	11/7/2023	Heiland, Ryan M	October Board Meeting	\$ 99.42
13143-13177	11/21/2023	Direct Deposit	Period ending 11/19/2023	\$ 82,199.42
Total Payroll				\$ 414,207.51
Total Cash Disbursements				\$ 3,226,418.21

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

Subject:

Discussion of the Financial Reports

Staff Recommendation:

Staff recommend acceptance of the November Financial Reports.

Discussion:

Currently the Budget numbers are based on the original approved Budget 2023-December Budget numbers will be adjusted for the Amended Budget that was approved in November.

OPERATING FUND:

Operating Revenue – We have collected \$11,134,513 which is \$2,640,194 less than budgeted.

Operating Costs – We have spent \$12,674,376 which is \$1,013,357 less than budgeted.

Operating Gain (Loss) – We have an operating loss of 1,539,862 which is \$1,626,836 more than budgeted.

NON-OPERATING FUND:

Non-Operating Revenue – We have collected \$7,212,063 which is \$2,675,324 more than budgeted.

Capital Costs – District – We have spent \$8,497,274 which is \$225,124 less than budgeted.

Detail of the year-to-date District Capital Projects:

Capital Costs – District	Actual YTD	YTD Budget	Annual Budget
County Rd Improvements	\$ 32,718	\$ 150,000	\$ 200,000
Service Connection Expense	167,016	\$ 144,100	157,200
Telemetry Improvements	79,429	165,000	200,000
Small Line Abandonment	44,086	60,000	75,000
West 1st Street	49,763		
Northeast Transmission Line	252,062	1,191,663	1,299,996
5MG Twin Mounds Tank Coating	485,884	-	-
Loveland/Campion Conversion	507,632	1,389,036	1,515,312
54 Bridge-Waterline Relocation	-	862,299	862,299
Dry Creek Feasibility	-	35,000	35,000
Twin Mounds Passive Mixing Sys		227,000	227,000
Buckhorn Pump Station	-	40,000	40,000
3rd & Welker Waterline Replace	28,369	1,320,000	1,320,000
LCR 8 & 21 Waterline Modification	298,783	300,000	300,000
Botterill-LTWD System Modification	-	100,000	100,000
Total Capital Projects	\$ 1,945,740	\$ 5,984,098	\$ 6,331,807
Vehicle Replacement Program	54,340	80,000	80,000
Furn & Equip Replacement	30,265	12,500	12,500
Miscellaneous Equipment	11,927	7,800	7,800
Ops Equipment Replacement	3,915	18,000	18,000
Office Upgrade-Fire Alarm System	18,343	-	-
Office Upgrade-Front Lobby	35,423	-	-
Total Vehicles and Equipment	\$ 154,213	\$ 118,300	\$ 118,300
Water Rights - CBT	-	400,000	400,000
Water Rights - Other	6,270,000	400,000	400,000
Water Resources Gen Eng	94,788	600,000	600,000
Water Resources Gen Legal	31,738	183,337	200,004
Raw Water Infrastructure	795	916,663	999,996
2nd Use Infrastructure Study		120,000	120,000
Total Water Rights	\$ 6,397,321	\$ 2,620,000	\$ 2,720,000
Total Capital Costs – District	\$ 8,497,274	\$ 8,722,398	\$ 9,170,107

Capital Costs - Joint: We have spent \$501,045, which is \$349,580 less than budgeted.

Detail of the year-to-date Joint Capital Projects:

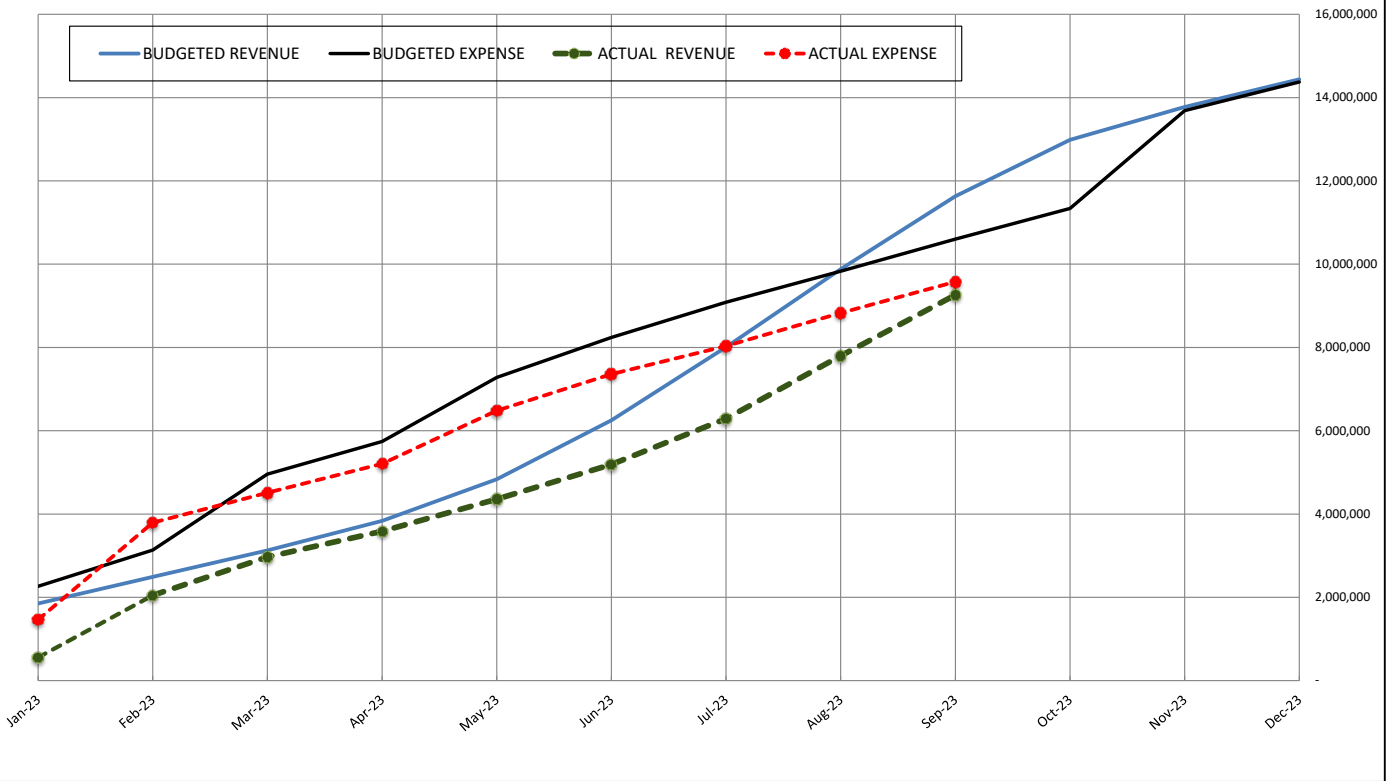
Capital Costs – Joint	Actual YTD	YTD Budget	Annual Budget
Dry Creek-Joint Cost	\$ -	\$ 150,000	\$ 150,000
Dry Creek-Joint Cost-Monitoring Sys	\$ 24,393	\$ -	\$ -
Dry Creek-Pump Station	\$ 8,209	\$ -	\$ -
CLFP 7MG Water Tank	\$ 2,135	\$ -	
CLFP Vehicles & Equipment	133,019	235,000	235,000
Pretreatment Design	256,121	415,625	415,625
Pretreatment Construction	26,800	-	415,625
Road Improvements	-	50,000	50,000
CLFP North Plant-Filter	50,368	-	-
Total Capital Projects	\$ 501,045	\$ 850,625	\$ 1,266,250

Non-Operating Gain (Loss) – We have a net non-operating loss of \$1,786,256, which is \$3,250,028 less than budgeted.

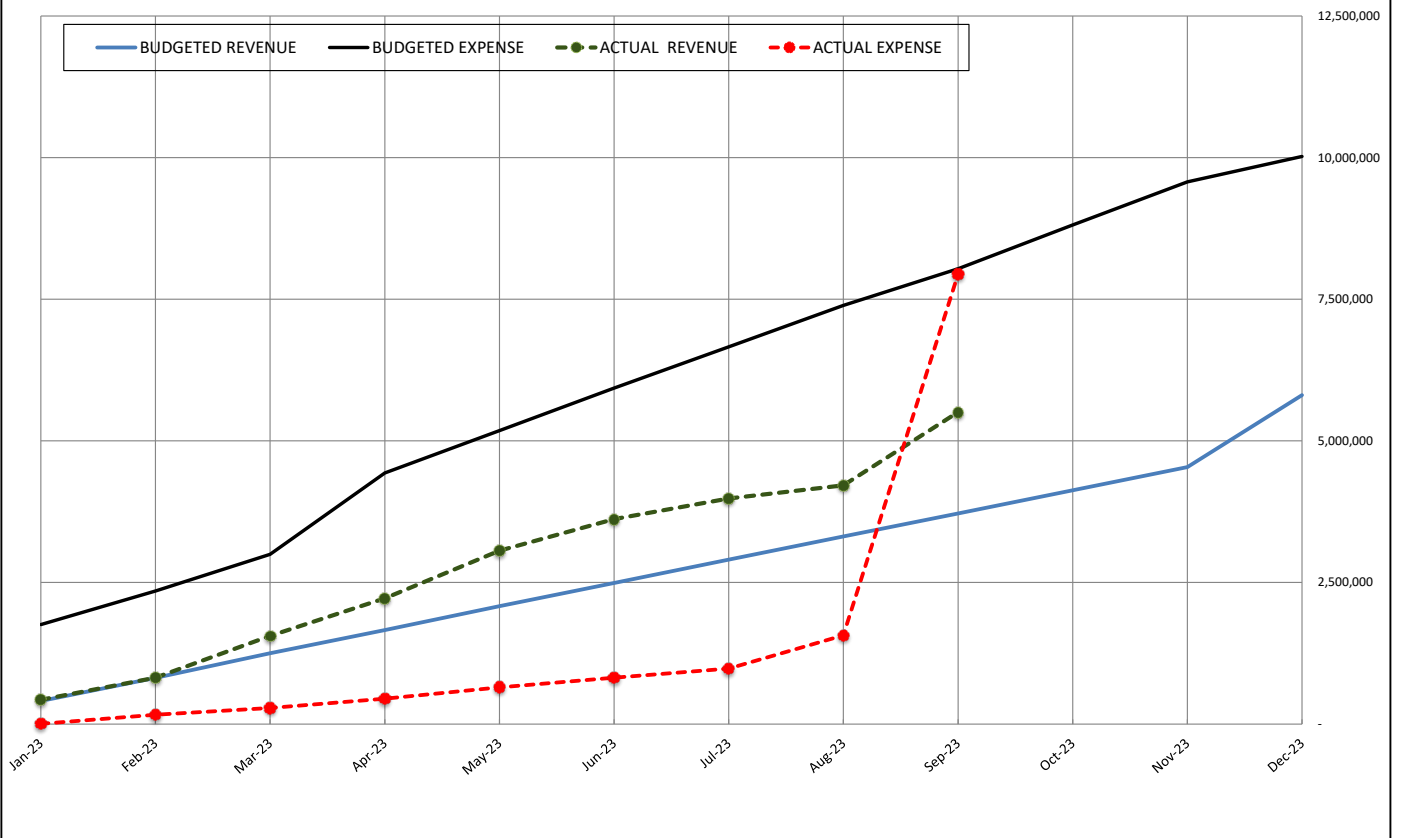
CHANGE IN WORKING CAPITAL:

Year-To-Date Change in Working Capital				
	Actual	Budget	Budget/Actual Comparison	Approved Budget
Operating Gain (Loss)	(1,539,862)	86,974	(1,626,836)	63,890
Non-Operating Gain (Loss)	(1,786,256)	(5,036,284)	3,250,028	(4,213,519)
Total Gain (Loss)	\$ (3,326,118)	\$ (4,949,310)	\$ 1,623,192	\$ (4,149,629)

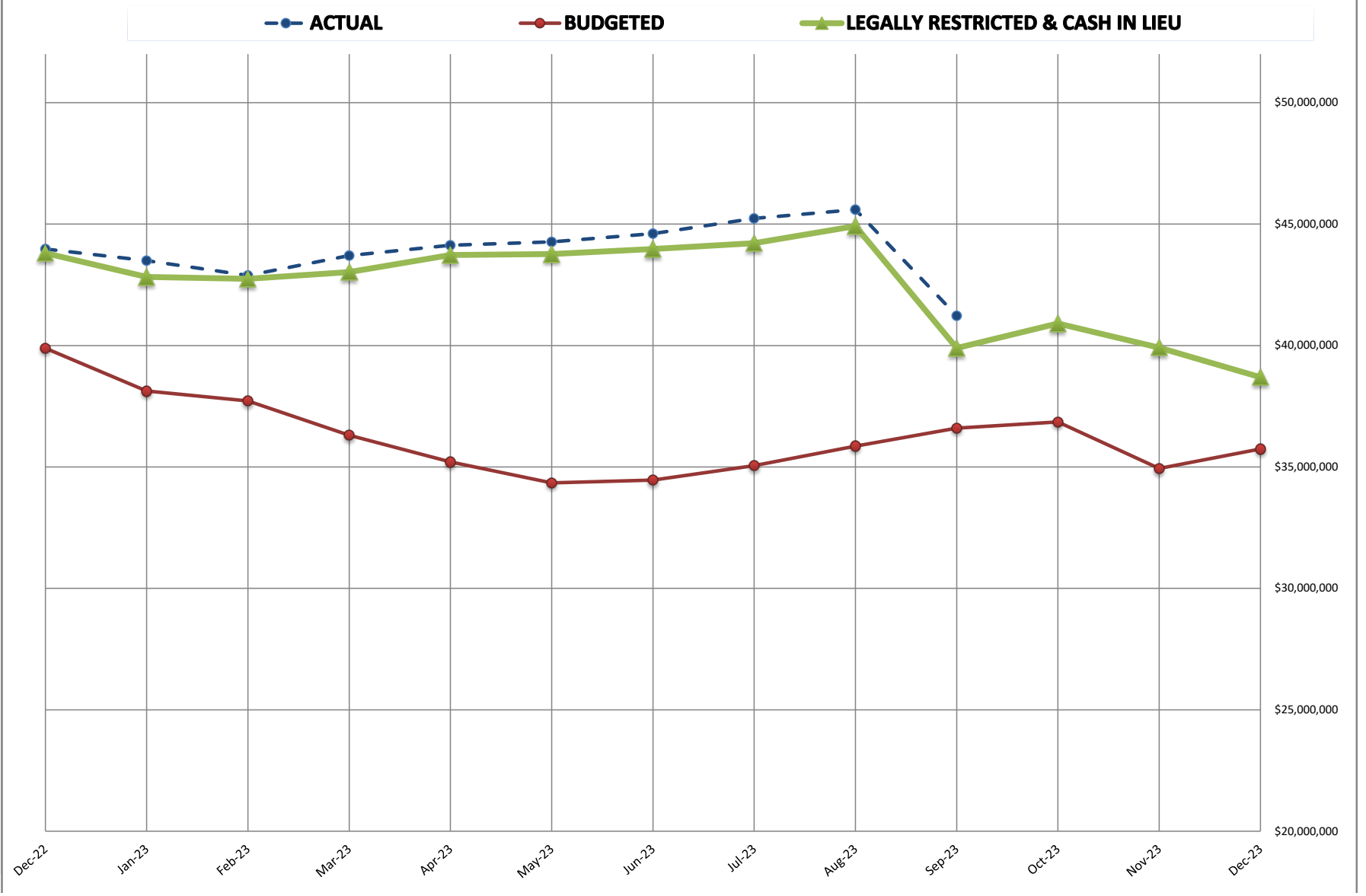
2023 OPERATING REVENUE & EXPENSE CUMULATIVE



2023 NON OPERATING REVENUE & EXPENSE CUMULATIVE



LITTLE THOMPSON WATER DISTRICT 2023 WORKING CAPITAL GRAPHICAL COMPARISON



LITTLE THOMPSON WATER DISTRICT

BALANCE SHEET

November 30, 2023

	Prior Month	YTD 2023	Actual 2022
CURRENT ASSETS			
Board Designated Reserves	\$ 21,939,245	\$ 21,616,910	\$ 22,177,537
Cash on Hand	\$ 18,970,241	\$ 17,530,472	\$ 19,973,468
Cash In Lieu	\$ -	\$ 767,100	\$ 1,656,260
Total Cash & Cash Equivalents	\$ 40,909,486	\$ 39,914,481	\$ 43,807,265
ACCOUNTS RECEIVABLE			
A/R - Water Revenue	\$ 1,145,172	\$ 866,134	\$ 692,696
A/R - Misc Revenue	\$ 494,105	\$ (81,996)	\$ 152,156
Accrued Int Receivable	\$ 20,898	\$ (57)	\$ 14,205
Projects Passthrough Projects	\$ 55,614	\$ (26,793)	\$ 68,893
Total Accounts Receivable	\$ 1,715,789	\$ 757,287	\$ 927,949
OTHER ASSETS			
Inventory	\$ 452,492	\$ 437,823	\$ 469,674
Prepaid Expenses	\$ 25,656	\$ 25,656	\$ 25,656
Total Other Assets	\$ 478,148	\$ 463,479	\$ 495,330
CAPITAL ASSETS			
Filter Plant - Joint Venture	\$ 2,734,755	\$ 2,734,755	\$ 2,734,755
Dry Creek Reservoir Dam	\$ 7,442,974	\$ 7,442,974	\$ 7,442,974
Land - Dry Creek Reservoir	\$ 6,508,922	\$ 6,508,922	\$ 6,508,922
Distribution System	\$ 81,958,709	\$ 81,958,709	\$ 81,958,709
Land & Easements	\$ 2,931,355	\$ 2,931,355	\$ 2,931,355
CLFP - Depreciable Asset	\$ 11,197,297	\$ 11,197,297	\$ 11,197,297
Vehicles, Field & Office Equipment	\$ 3,240,384	\$ 3,240,384	\$ 3,240,384
Construction in Progress	\$ 12,513,870	\$ 12,513,870	\$ 12,513,870
Accumulated Depreciation	\$ (42,450,689)	\$ (42,450,689)	\$ (42,450,689)
Water Rights	\$ 108,692,679	\$ 108,692,679	\$ 108,692,679
Total Capital Assets	\$ 194,770,255	\$ 194,770,255	\$ 194,770,255
Total Assets	\$ 237,873,678	\$ 235,905,503	\$ 240,000,799
CURRENT LIABILITIES			
Current Liabilities	\$ 1,389,459	\$ 1,258,031	\$ 1,334,758
Wages Payable	\$ 530,886	\$ 527,244	\$ 534,594
Bond/Loan Interest Payable	\$ 166,813	\$ 166,813	\$ 166,813
Current Portion Long Term Debt	\$ 0	\$ 0	\$ 0
Total Current Liabilities	\$ 2,087,158	\$ 1,952,088	\$ 2,036,165
LONG TERM LIABILITIES			
Bonds & Notes Payable	\$ 27,894,778	\$ 27,894,778	\$ 27,894,778
Unamortized Premiums - Discounts	\$ 4,201,274	\$ 4,201,274	\$ 4,201,274
Total Long Term Liabilities	\$ 32,096,051	\$ 32,096,051	\$ 32,096,051
Total Liabilities	\$ 34,183,209	\$ 34,048,139	\$ 34,132,216
NET ASSETS			
NET ASSETS	\$ 205,868,582	\$ 205,868,582	\$ 205,116,271
Net Revenue Over Expenses	\$ (2,178,113)	\$ (4,011,218)	\$ 752,311
Total Equity	\$ 203,690,469	\$ 201,857,364	\$ 205,868,582
TOTAL LIABILITIES AND EQUITY	\$ 237,873,678	\$ 235,905,503	\$ 240,000,799

**LITTLE THOMPSON WATER DISTRICT
INCOME AND EXPENSE SUMMARY
FOR MONTH ENDING NOVEMBER 30, 2023**

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2023 YTD Actual	2023 YTD Budget	YTD Comp Bud/Act	2023 Adopted Budget
OPERATING REVENUE							
Water Revenue Base Fee	324,137	321,600	2,536	3,511,344	3,491,631	19,713	3,813,445
Water Revenue Tier I	151,699	109,167	42,532	1,894,278	1,468,227	426,051	1,574,885
Water Revenue Tier II	108,252	135,161	(26,909)	1,739,466	2,438,454	(698,988)	2,503,350
Water Revenue Tier III	33,105	52,589	(19,484)	813,002	1,500,765	(687,763)	1,526,805
Water Revenue Tier IV	66,837	87,058	(20,221)	938,751	1,749,861	(811,110)	1,829,183
Water Revenue Tier V	20,372	40,679	(20,307)	339,888	1,213,626	(873,738)	1,237,475
Water Surcharge	21,550	1,500	20,050	75,395	40,500	34,895	42,000
Water Revenue Wholesale	7,098	27,500	(20,402)	236,100	314,500	(78,400)	342,000
Water Revenue Rental	-	-	-	45,163	40,000	5,163	40,000
Bulk Water Revenue	9,236	12,000	(2,764)	223,049	202,000	21,049	212,000
Other Revenue	5,838	2,655	3,183	61,745	58,810	2,935	61,160
Windy Gap Firming Passthrough	-	-	-	1,256,333	1,256,333	0	1,256,333
Total Operating Revenue	748,123	789,909	(41,786)	11,134,513	13,774,707	(2,640,194)	14,438,636
OPERATING EXPENSES							
Water Treatment	127,698	146,749	(19,051)	1,679,799	1,871,215	(191,416)	2,017,931
System Maintenance	57,706	88,000	(30,294)	1,178,950	988,500	190,450	1,059,700
Administration and General	73,847	60,391	13,456	929,780	976,481	(46,701)	1,040,262
Engineering	8,677	660	8,017	88,904	364,900	(275,996)	365,560
Assessments	3,606	1,000	2,606	2,292,521	2,461,500	(168,979)	2,462,500
Joint Operations	2,838	18,370	(15,532)	56,574	270,895	(214,321)	289,265
St Vrain Authority Operations	17,745	-	17,745	69,218	75,000	(5,782)	75,000
Wages & Benefits	411,832	384,586	27,246	4,041,576	4,342,186	(300,610)	4,727,472
Bond & Loan Payments	1,650,081	1,650,081	(0)	2,337,055	2,337,056	(1)	2,337,056
Total Operating Expenses	2,354,031	2,349,837	4,194	12,674,376	13,687,733	(1,013,357)	14,374,746
Operating Gain(Loss)	(1,605,908)	(1,559,928)	(45,980)	(1,539,862)	86,974	(1,626,836)	63,890
NON OPERATING REVENUE							
Plant Investment Fees	301,665	211,758	89,907	2,787,930	2,329,338	458,592	2,541,096
Cash in Lieu of Water Rights	91,000	132,708	(41,708)	649,800	1,459,788	(809,988)	1,592,496
NonRes Cash in Lieu of Water	685,100	-	685,100	1,963,000	-	1,963,000	-
Water Resource Fee	26,000	18,750	7,250	255,500	206,250	49,250	225,000
Tap Installation Revenue	19,500	22,458	(2,958)	190,600	247,038	(56,438)	269,496
Interest Income	62,703	15,000	47,703	907,047	165,000	742,047	180,000
Capital Investment/Impact Fee	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Passthrough Revenue	(0)	-	(0)	59,491	25,575	33,916	887,875
PRPA Windy Gap Water Shares	-	-	-	-	-	-	-
Native Water Dedication Fee	-	-	-	4,500	15,000	(10,500)	15,000
Gain (Loss) Sale of Asset	-	-	-	-	-	-	-
Contrib Water Court	-	-	-	-	-	-	-
Other Fees	8,477	7,500	977	394,195	88,750	305,445	96,250
Windy Gap Firming Project	-	-	-	-	-	-	-
Windy Gap Firming Assessments	-	-	-	-	-	-	-
Total Non Operating Revenue	1,194,445	408,174	786,271	7,212,063	4,536,739	2,675,324	5,807,213
NON OPERATING EXPENSES							
Capital Improvements - District	540,764	660,209	(119,445)	1,945,740	5,984,098	(4,038,358)	6,331,807
Vehicles & Equipments Costs	133	-	133	154,213	118,300	35,913	118,300
Water Right Purchases	100,000	-	100,000	6,270,000	800,000	5,470,000	800,000
Water Rights - Windy Gap	-	-	-	-	-	-	-
Water Rights Adjudication	24,889	100,000	(75,112)	127,321	1,820,000	(1,692,680)	1,920,000
St Vrain Authority Treatment	-	-	-	-	-	-	-
Total Capital Costs - District	665,786	760,209	(94,424)	8,497,274	8,722,398	(225,124)	9,170,107
Capital Improvements - Joint	70,757	-	70,757	501,045	850,625	(349,580)	850,625
Total Non Operating Expenses	736,542	760,209	(23,667)	8,998,319	9,573,023	(574,704)	10,020,732
Non Operating Gain(Loss)	457,902	(352,035)	809,937	(1,786,256)	(5,036,284)	3,250,028	(4,213,519)
Net Revenue Over Expenses	(1,148,006)	(1,911,963)	763,957	(3,326,118)	(4,949,310)	1,623,192	(4,149,629)

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.1

Staff: Amber Kauffman, District Manager

Subject: WildRock Communications Update

Staff Recommendation: Informational Only

Discussion:

WildRock will join us virtually to review their first year of activity and accomplishments with the District. They will also be interested to see what your thoughts are on their work such as the newsletters, postcards, and social media accounts.

Agenda Item Summary
Little Thompson Water District

Date: September 11, 2023

Item: 6.2 Brookfield Term Sheet

Staff: Kammy Tinney, Business Project Manager

Subject: Business Terms for Second Amended and Restated Agreement for Water Extensions between the District and Barefoot LLC

Staff Recommendation: For discussion.

Discussion: District staff and representatives of Barefoot, LLC (Brookfield Properties) have been working through revisions to the Second Amended and Restated Agreement for Water Extensions for the better part of 2023. A significant point of discussion for revisions to the Agreement is centered around the sizing of the West I-25 Transmission Line and the costs associated with oversizing from an 18" to 24" transmission line, and now from a 24" to 30" transmission line.

As part of continued negotiations to conclude revisions to the Agreement, Barefoot LLC is seeking a commitment on the business terms for reimbursement of the oversizing costs as outlined in the attached memo. Anastasia Urban with Brookfield Properties and Cameron Grant with Lyons Gaddis plan to attend the Board meeting to provide an update on the Barefoot Lakes project and the associated implications for construction of the 30" transmission line.

Brookfield Properties

December 7, 2023

Ms. Amber Kauffman, PE
District Manager
Littleton Thompson Water District
835 E State Highway 56
Berthoud, CO 80513

RE: Barefoot Second Amended and Restated Agreement for Water Extensions

Dear Ms. Kauffman,

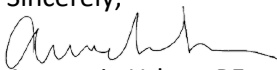
Thank you for the opportunity to present major business terms for the Second Amended and Agreement for Water Extensions between Barefoot LLC and Little Thompson Water District. The original agreement was established in 2005 and there have been subsequent amendments and addendums. This agreement would consolidate and replace the original agreement and related addendums so that all provisions reflect current terms and are in a single document.

One of the most significant changes relates to the sizing of the offsite West I-25 Transmission line. Since the original agreement, the minimum size of the line required for the Barefoot project has increased from 18" to 24", and the original agreement required the line to be oversized with reimbursement. The oversized line has subsequently increased from 24" to 30" with commensurate cost increases.

As currently structured, Barefoot would be the lead on construction for the West I-25 Transmission line, via a Construction Manager at Risk (CMAR) delivery method. Given the substantial cost associated with the oversized portion, Barefoot is seeking a commitment from the District on reimbursement as outlined in the attached business terms. Upon approval, these terms would be incorporated in the Second Amended agreement. Upon approval of the Second Amendment agreement, Barefoot would execute the CMAR contract within 30 days.

We value the partnership we have with the District on developing solutions for reliable water for the future. If you have questions or concerns, please contact me at 303-566-0654 or anastasia.urban@brookfieldpropertiesdevelopment.com.

Sincerely,


Anastasia Urban, PE
Project Manager

ATT: Agreement Major Business Terms

CENTENNIAL, COLORADO
6465 Greenwood Plaza Blvd. Suite 700, Centennial, CO, 80111
T +1 303.706.9451 F +1 303.706.9453 brookfieldproperties.com

**SECOND AMENDED AND RESTATED AGREEMENT FOR WATER EXTENSIONS
MAJOR BUSINESS TERMS
December 2023**

Background:

Amendment to consolidate and replace the original Agreement dated April 7, 2005 including the first Amended and Restated Agreement for Water Extensions, dated February 12, 2015 as well three Addenda and two amendments.

Rebate for 24" Line:

1. District rebate of \$1,000/tap sold in Barefoot beginning with the 1,201st tap (*consistent with existing agreement term*)

Reimbursement for Oversizing to 30" Line:

1. Barefoot LLC shall receive reimbursement for the cost difference between a 30" and 24" Line
2. Interest = 6 %
3. District reimburse taps sold, excluding Barefoot ("Add-on PIF")
 - a. \$2,000/tap starting 1/1/2024
 - b. \$3,000/tap starting 1/1/2025
 - c. Provision to review tap sales projections/reimbursement timing to evaluate increases of Add-On PIF for timely repayment
 - i. Barefoot is seeking a 10-year recovery on the oversizing reimbursement. Agreement term would provide for interim reviews (every three years) to verify projections and reset reimbursement terms or rates.
 - d. Standard rate published throughout the District, Barefoot lots receive credit/coupon offset of Add-on PIF
4. Other benefitting properties
 - a. Pay proportionate share at time of connection based on formula to be determined based on SFE allocation

$$\text{Proposed formula: } \frac{24'' \text{ pipe}}{\text{x SFE's}} * \$\text{Cost } 24'' \text{ pipe} = \$/\text{SFE}$$

\$/SFE applied to #' of SFE's planned for benefitting project

Windy Gap Water Payments

1. Continued payments by Barefoot with clarification on excluded costs (O&M)

Timing

1. Upon approval and execution of formal agreement, Barefoot will execute CMAR contract within 30 days.

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item Number: 6.3

Staff: Angela Diekhoff, Business Manager

Subject:

Resolution 2023-32 Mill Levy Certification

Staff Recommendation:

Motion to approve Resolution No 2023-32 to Approve Mill Levy Certification

Discussion:

See Attachment

LARIMER, WELD & BOULDER COUNTIES, COLORADO
RESOLUTION NO 2023-32 TO SET MILL LEVIES

(Pursuant to §39-5-128, C.R.S. AND 39-1-111, C.R.S.)

A RESOLUTION LEVYING PROPERTY TAXES, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE **LITTLE THOMPSON WATER DISTRICT**, COLORADO, FOR THE 2024 BUDGET YEAR.

WHEREAS, the Board of Directors of the Little Thompson Water District has adopted the annual budget in accordance with the Local Government Budget Law, on 16th day of November 2023 and;

WHEREAS, the amount of money necessary to balance the budget for **general operating** purposes from property tax revenue is \$0.00, and;

WHEREAS, the Little Thompson Water District finds that it is required to **temporarily** lower the general operating mill levy to render a refund for \$0.00, and;

WHEREAS, the amount of money necessary to balance the budget for **capital expenditure** purposes from property tax revenue approved by voters or at public hearing is \$0.00, and;

WHEREAS, the amount of money necessary to balance the budget for voter approved **bonds and interest** is \$0.00, and;

WHEREAS, the 2023 valuation for assessment for the Little Thompson Water District as certified by Boulder, Larimer, and Weld County Assessors is:

Boulder County:	\$ 9,574,590
Larimer County:	\$1,084,204,324
Weld County:	\$1,533,056,530

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LITTLE THOMPSON WATER DISTRICT, COLORADO:

Section 1. That for the purpose of meeting all **general operating** expenses of the Little Thompson Water District during the 2024 budget year, there is hereby levied a tax of -0- mills upon each dollar of the total valuation for assessment of all taxable property within the Little Thompson Water District for the year 2024.

Section 2. That for the purpose of rendering a refund to its constituents during budget year 2024, there is hereby levied a **temporary tax credit/mill levy reduction** of -0- mills upon each dollar of the total valuation for assessment of all taxable property within the Little Thompson Water District for the year 2024.

Section 3. That for the purpose of meeting all **capital expenditures** of the Little Thompson Water District during the 2024 budget year, there is hereby levied a tax of -0- mills upon each dollar of the total valuation for assessment of all taxable property within the Little Thompson Water District for the year 2024.

Section 4. That for the purpose of meeting all payments for **bonds and interest** of the Little Thompson Water District during the 2024 budget year, there is hereby levied a tax of -0- mills upon each dollar of the total valuation for assessment of all taxable property within the District for the year 2024

Section 5. That the Secretary is hereby authorized and directed to immediately certify to the County Commissioners of Boulder, Larimer and Weld Counties, Colorado, the mill levies for the Little Thompson Water District as herein above determined and set, or be authorized and directed to certify to the County Commissioners of Boulder, Larimer and Weld Counties, Colorado, the mill levies for the Little Thompson Water District as herein above determined and set, but as recalculated as needed upon receipt of the final (December) certification of valuation from the county assessors in order to comply with any applicable revenue and other budgetary limits.

Section 6. Subject to receipt of the final assessed valuation from the counties of Boulder County, Larimer County, and Weld County,

ADOPTED this 14th of December, of A.D. 2023.

Attest:

Amber Kauffman, Secretary

Emily McMurtrey, President

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.4

Staff: Nancy Koch, Water Resources Manager

Subject: Potential Non-Potable Use of Native Water Shares

Staff Recommendation: For Discussion

Over the years, the District acquired shares in various ditch companies that may not be practical to use in its potable water supply. Currently, the shares are leased out for irrigation and the leaseholders reimburse the District for the annual assessments.

The District has given 200 acre-feet of credit for these shares for taps:

- In 2002 the District took over the water system for the town of Mead and the Town did not have sufficient C-BT units to meet their existing demand. The District accepted Supply Ditch and Highland Ditch shares from Mead to meet the supply shortfall and gave credit for the shares based upon the average irrigation yield.
- In 2014, the District accepted Boulder Larmer County Irrigation and Manufacturing (Old Ish) shares for water credit. The water credit was based upon the dry year yield of changed shares,

The District cannot use the water from these ditch shares for potable use without a change of use case and constructing significant infrastructure.

Although most of the District’s new water demand is coming from large developments in Mead, there are smaller, larger lot developments proposed on land historically irrigated with these shares. The District could sell a permanent lease for these shares for a non-potable system and offset potable demand for outdoor use.

Pros	Cons
The District could obtain cash for these shares to offset the cost of water that it can use with its current or proposed infrastructure.	The District would forgo opportunities to use this water in the future.
This program would promote non-potable systems, a Board priority.	The District would not see an immediate influx of cash as only specific properties could take advantage of the permanent lease.

Agenda Item Summary

Date: December 14, 2023

Item: 6.5

Staff: Nancy Koch, Water Resources Manager

Subject: Handy Ditch Update

Staff Recommendation: For Discussion

The District completed its Engineering Report and Proposed Decree to change the use of its 58 Handy Ditch (Handy) shares in October and, as required, submitted the information to Handy for review under the Catlin Provision.

The District is required to pay for Handy to review these documents to determine if the District's proposal to change the use of its ditch shares will cause injury to the other stockholders.

The District met with Handy Ditch Board, Engineer and Counsel to discuss what issues are to be addressed in the Catlin Review and subsequent water court proceedings.

Key takeaways from the meeting are:

- Handy will not spend review money to advance methodologies or conclusions that are counter to the District's Engineering Report or Proposed Decree regarding yield of the shares for municipal use.
- Handy will concentrate its Catlin Review of an Operations Agreement that would allow the District to take delivery of its changed water at Welch Reservoir.
- Handy has filed in water court for a junior water right to supplement the water supplies available to the existing Welch Reservoir and the additional water for a planned enlargement of the reservoir. The District reaffirmed its position that any increase of yield from either action should be distributed to the shareholders in the form of additional water on a pro-rata basis.

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.6

Staff: Amber Kauffman, District Manager

Subject: 2023 District Accomplishments

Staff Recommendation: Information Only

Discussion:

When staff generally set our goals we focus our thoughts on the strategic goals to help define annual goals so that good strategic progress is made. Other goals also come about for the betterment of the District. The 2023 goals are listed on the following page with updates as to the completion status. Additionally, through the year the District ends up accomplishing other significant items on top of keeping up with the regular duties. Significant accomplishments are listed below:

- Four great new employees.
- Successful dam inspection at Dry Creek Reservoir
- Updated Section 3 of Rules and Regulations for new taps approved by the board.
- Updated rate study with updated capital costs for future/in-progress projects
- Success with WildRock with the new marketing material and higher engagement than previously seen with newsletters and social media.
- Hiring of a new auditor, successful timely filing of audit.
- Purchases of water (11 shares of Home Supply, 1 Windy Gap unit)
- Three party lease agreement with Barefoot, CWCWD and LTWD
- Progress with Brookfield on an updated agreement
- Signed Aurora Organic Dairy agreements (and signs of progress on their obligations)
- Return flow memorandum of understanding with Loveland, Berthoud, Johnstown and LTWD, and significant progress with Loveland in this regard.
- A new water right approved by the board for dedication, Big Thompson Ditch and Manufacturing Company
- More engagement in the Northern Colorado Water Alliance group
- Updated “all-in” costs for LTWD’s native waters to proceed into a source.
- Continued inclusion/exclusions at a level much higher than historically done
- Dealing with our customers’ impact with Milliken’s boil order
- Regular meetings with Berthoud
- Completed the Twin Mounds Tank project, West 1st Street project, LCR 8/21 project, and the WCR 54 Bridge Waterline Relocation Project.
- Upgraded the Dry Creek Reservoir water quality monitoring station and completed increased testing of water quality at Dry Creek

Raw Water Supply Planning

- Handy Ditch shares into water court - **Expected early next year, Catlin submitted Nov. 2023**
- Easement acquisition for delivery of native water to Dry Creek - **Notice of project to property owners delivered, flight of survey area (LiDAR) completed week of Dec. 4**
- Either a trade agreement or lease of second use water in the St. Vrain River - **State approved methodology, reaching out to leasees.**
- Dry Creek Reservoir Management Plan and feasibility for floating solar - **Initial study done, floating solar kickoff meeting held in November, site visit scheduled 12/13**
- Non-residential tap research for water allotment assignment - **Draft of letter for notification to tap holders in review by staff, Information summarized in table for implementation**

Treatment and Transmission

- Master Plan progress with accurate calibration using updated fire hydrant data - **95% of data sent to consulting engineer, meeting with consultant on 12/6 to advance their work**
- Determination of necessary long term treatment capacity and priority locations - **Will follow Master Plan**
- Two transmission lines under construction - **Easement acquisition taking much longer than expected for Northeast Transmission Line, Brookfield Agreement held up West I-25 line**

Relationships with Others

- A successful Joint Board meeting with CWCWD - **CWCWD to ID available dates in February**
- Resume and maintain regular Manager Meetings with Rick and Stan - **Began more regular meetings**
- Update the IGA with Johnstown - **Waiting on Johnstown**
- Update the IGA with Longs Peak and Mead after transition of ownership in Mead Crossing - **Waiting on piping change cost estimate, Construction and resulting IGA likely early next year**

Business Management

- 3rd Party HR services - **Not Recommended by Employers Council - Completed**
- Low income assistance evaluation - **Working on new program**
- Adjust rates after recommendations of rate study are presented - **Completed**
- Implement reverse notification system - **Completed**
- Update Employee Handbook - **Significant progress made - Likely to board in February**
- Email bills - **We haven't found one clearing house for the service without changing software**
- Rewrite Sections 8 (Main Line Extensions) and 9 (Easements) of District Rules and Regulations - **In process - working toward a development agreement (nearly finalized with counsel review)**
- Research census data to "know our customers" - **Completed**
- Develop metrics to improve on processes - **In process/on-going. Significant progress made in the following: Commitment letter, water dedication, and water credit**
- Complete staffing analysis and plan for next 10 years - **Completed**

Operations and Technology

- Complete GPS of cross-country lines - **80% complete, Data from 2021 is missing**
- Develop telemetry upgrade plan and begin implementation - **Completed**
- Create database for Lead Service Line Inventory - **Policy published September 11 - In Progress**
- Update Lead and Copper sample site list - **Policy published September 11 by the State - In Progress**
- All operations staff (Not currently a Distribution 4) level up one Distribution level (BIG GOAL) - **Not likely, still trying**
- Complete first cycle of valve exercising - **We will be close - impacted by staffing change**

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.7

Staff: Amber Kauffman, District Manager

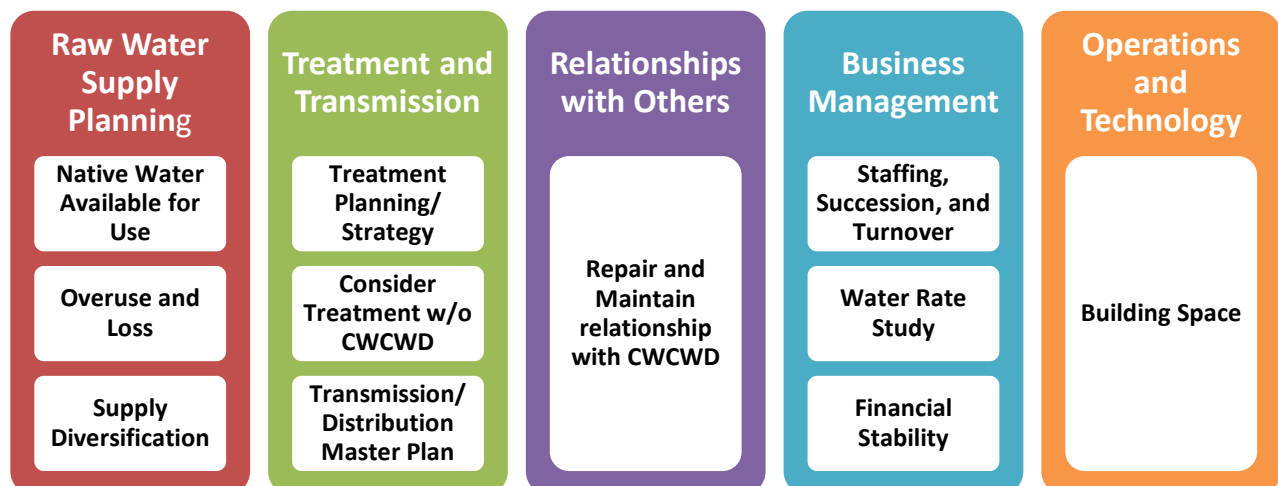
Subject: District Goals and Objectives for 2024

Staff Recommendation: Information Only

Discussion: In early 2022 the Board and staff reviewed relevant planning documents for amending the 2018 Strategic Plan priorities and came up with the following goals for the District in the 3- to 5-year horizon:

1. In three years have a plan for growth of staff and the necessary office space for those staff. Also consider whether the District will have its own water treatment plant at the same location and determine what that location will be.
2. Have native waters used in the system. This includes the easement acquisition, infrastructure construction, and substitute water supply plan approved for Consolidated Home Supply shares.
3. Plan, document, and begin implementation for use of our wholly consumable waters at St. Vrain Water Authority.
4. Evaluate, discuss, and recommend other waters suitable for dedication or purchase, treatment, and delivery. (Other waters do not include ones currently accepted such as Consolidated Home Supply, Handy, or Colorado-Big Thompson.)

The 2022 Strategic Plan update defined a vision to ensure the resiliency of the District by prioritizing initiatives and therefore allocating resources, both personnel and budget, to achieve short- and long-term goals that promote these initiatives. The Board also identified the following priorities when making decisions, some are reflected in the goals above.



Raw Water Supply Planning

- Water loss progress with potential projects, update in policy
- New Water Supplies presentations with potential policy updates
- Raw water master plan

Treatment and Transmission

- Master Plan completion
- Project long term treatment capacity need and priority locations
- Markam Tank Planning
- Progress for two treated transmission lines and two native water pipeline projects

Relationships with Others

- A successful Joint Board meeting with CWCWD
- Update the IGA with Longs Peak and Mead after transition of ownership in Mead Crossing

Business Management

- Finalize a Development Agreement for use with Developers
- Prioritize long term projects and evaluate funding options
- Assignment of allotments to all residential taps for implementation of surcharges in 2025
- Continue with non-residential allotment assignment

Operations and Technology

- Determine size of office and land required for future growth.
- Update Safety Manual
- Finish database for Lead Service Line Inventory prior to October 16

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.8

Staff: Amber Kauffman, District Manager

Subject: Carter Lake Filter Plant (CLFP)

Staff Recommendation: Informational Only

Discussion:

The December CLFP board was not received for inclusion into this board packet but will be forwarded to directors when it is received. The CLFP board will meet on Wednesday, December 13. Any discussion items of note will be presented to the board at the LTWD board meeting.

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.9

Staff: Amber Kauffman, District Manager

Subject: St. Vrain Water Authority (SVWA)

Staff Recommendation: Informational only

Discussion:

The December SVWA board packet was forwarded on Thursday December 7. The SVWA board meeting will be held Monday, December 11 and any additional information or discussion will be relayed at the LTWD board meeting.

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 6.10

Staff: Amber Kauffman, District Manager

Subject: Windy Gap Firming Project (WGFP) Quarterly Update

Staff Recommendation: Informational only

Discussion:

Windy Gap Operations Subcommittee

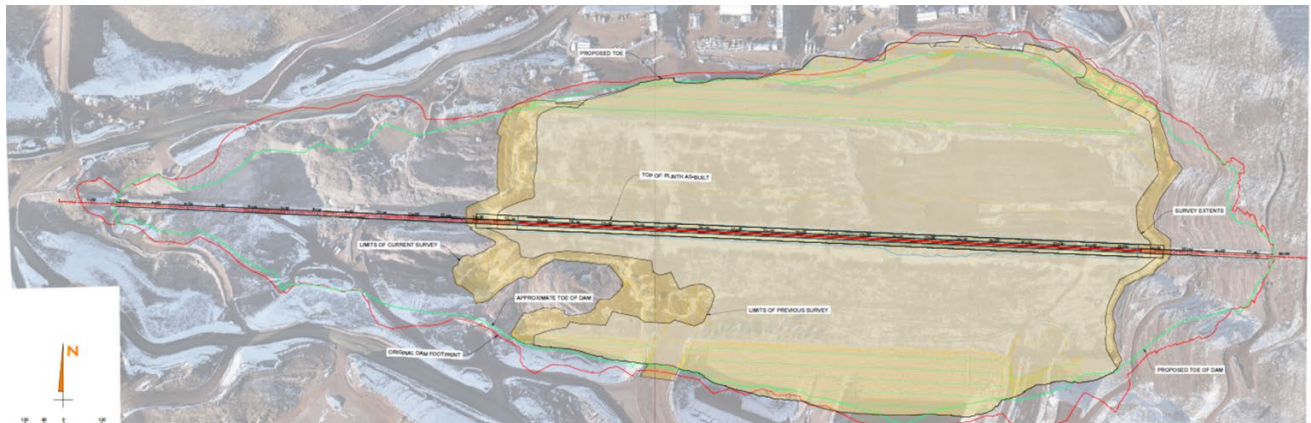
Amanda and I continue to attend the Operations Subcommittee monthly meetings.

Colorado River Connectivity Channel (CRCC)

The Windy Gap reservoir will begin filling the week of December 11 for the State Engineer to certify that the dam is safe. The filling will be accomplished in approximately 7 days. The water will be held for one month for monitoring and then some water will be released to accommodate ice impacts for the winter. Most of the plants in the new channel have been installed and fencing set to protect the vegetation susceptible to damage by animals. The team at Northern and CEI are preparing for a large runoff next spring/summer based on the El Nino condition and the full reservoirs.

Chimney Hollow

The current dam height is 153 feet from the downstream toe. It is expected that the dam will reach the midpoint in height in the upcoming months, thereby requiring a payment to the Grand Foundation as a part of the settlement. There is only 60 feet of plinth remaining to be constructed for the dam foundation near the left abutment failure. The extents of the dam construction are shown in the image below in the yellow highlighted area with the ultimate area outlined in red.



The pipe for the valve house arrived on site without the appropriate heat treatment for the welds. This heat treatment was therefore conducted onsite (see picture).

The inlet/outlet tunnel is making significant progress with the new road-header on site for the excavation of the upstream portion of the tunnel. The old road-header wasn't working well and the crews had been using drill and blast methods until November 27.

The downstream tunnel has completed approximately 100 feet of reinforced concrete liner (see photo) and is placing approximately 25 feet every 10 days.



Agenda Item Summary
Little Thompson Water District

Date: December 14, 2023

Item: 6.11 Public Hearing Action Item

Staff: Judy O'Malley, Administrative Assistant

Subject: LTWD Larimer County Inclusions – Resolution 2023-33
LTWD Larimer County Exclusions – Resolution 2023-34

Staff Recommendation: Staff recommends approval authorizing the Board President and Secretary to complete the documents required to include or exclude the properties, as listed below, to or from the Little Thompson Water District.

Discussion: The inclusions and exclusions for the properties listed below are being done to comply with District Rules and Regulations. See the attached location maps.

LITTLE THOMPSON WATER DISTRICT
835 E. HIGHWAY 56
Berthoud, Colorado 80513
970-532-2096

RESOLUTION 2023-33

A RESOLUTION TO GRANT PETITIONS
FOR PROPERTY INCLUSION INTO THE
LITTLE THOMPSON WATER DISTRICT

"RESOLVED that **LITTLE THOMPSON WATER DISTRICT** grant the Petitions for Inclusion of Land into the District by the following property owners of the properties described as follows:

Property Owner: Collin Eggebrecht & McKayla Abbott
Parcel Number: 0425105011
Property Address: 5417 Gary Dr., Berthoud, CO 80513
Legal Description: LOT 11, BLK 3, BERTHOUD EST SUB 2ND, COUNTY OF LARIMER, STATE OF COLORADO

for the inclusion of their properties in said District. It is resolved that the President and Secretary of the District do any and all things necessary to include such properties into the District."

"I hereby certify that the above Resolution was duly and regularly adopted by the Little Thompson Water District at a meeting of the Board of Directors held on December 14, 2023."

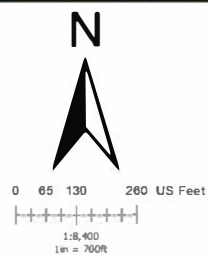
President

Attest: _____
Secretary

[SEAL]



**LTWD INCLUSION:
COLLIN EGGBRECHT &
MCKAYLA ABBOTT**



This map is for display purposes only and is not survey accurate.
Do not use for legal considerations.
Map printed 1/21/23.

LITTLE THOMPSON WATER DISTRICT
835 E. HIGHWAY 56
Berthoud, Colorado 80513
970-532-2096

RESOLUTION 2023-34

A RESOLUTION TO GRANT PETITIONS
FOR PROPERTY EXCLUSION FROM THE
LITTLE THOMPSON WATER DISTRICT

"RESOLVED that **LITTLE THOMPSON WATER DISTRICT** grant the Petitions for Exclusion of Land from the District by the following property owners of the properties described as follows:

Property Owner: HT Land Partners LLC
Parcel Number: 9427000011
Property Address: N/A
Legal Description: NW 1/4 OF NE 1/4 27-4-69, SUBJ TO ST HWY ALG WRLY LN; LESS RD ROW PER 2000048368, COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Tri Pointe Homes Holdings Inc
Parcel Number: 9415327001 through 9415327016
Property Address: 1706, 1712, 1718, 1724, 1730, 1736, 1742, 1748, 1754, 1760, 1766, 1772, 1778, 1784, 1790, & 1796 Mount Meeker Ave., Berthoud, CO 80513
Legal Description: LOT 1 THROUGH LOT 16, BLOCK 1, WESTSIDE CROSSING, BER (20220042194), COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Tri Point Homes Holdings Inc
Parcel Number: 9415331001 through 9415331020
Property Address: 1709,1713, 1717, 1721, 1725, 1729, 1733, 1737, 1741, 1745, 1749, 1753, 1757, 1761, 1765, 1769, 1773, 1774, 1779, & 1783 Mount Meeker Ave., Berthoud, CO 80513
Legal Description: LOT 1 THROUGH LOT 20, Block 2, WESTSIDE CROSSING REPLAT #1, BER (20220072297), COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Tri Pointe Homes Holdings Inc
Parcel Number: 9415331021 through 9415331040
Property Address: 1784, 1780, 1776, 1772, 1768, 1764, 1760, 1756, 1752, 1748, 1744, 1740, 1736, 1732, 1728, 1724, 1720, 1716, 1712, & 1708 Glacier Ave., Berthoud, CO 80513
Legal Description: LOT 21 THROUGH LOT 40, Block 2, WESTSIDE CROSSING REPLAT #1, BER (20220072297), COUNTY OF LARIMER, STATE OF COLORADO

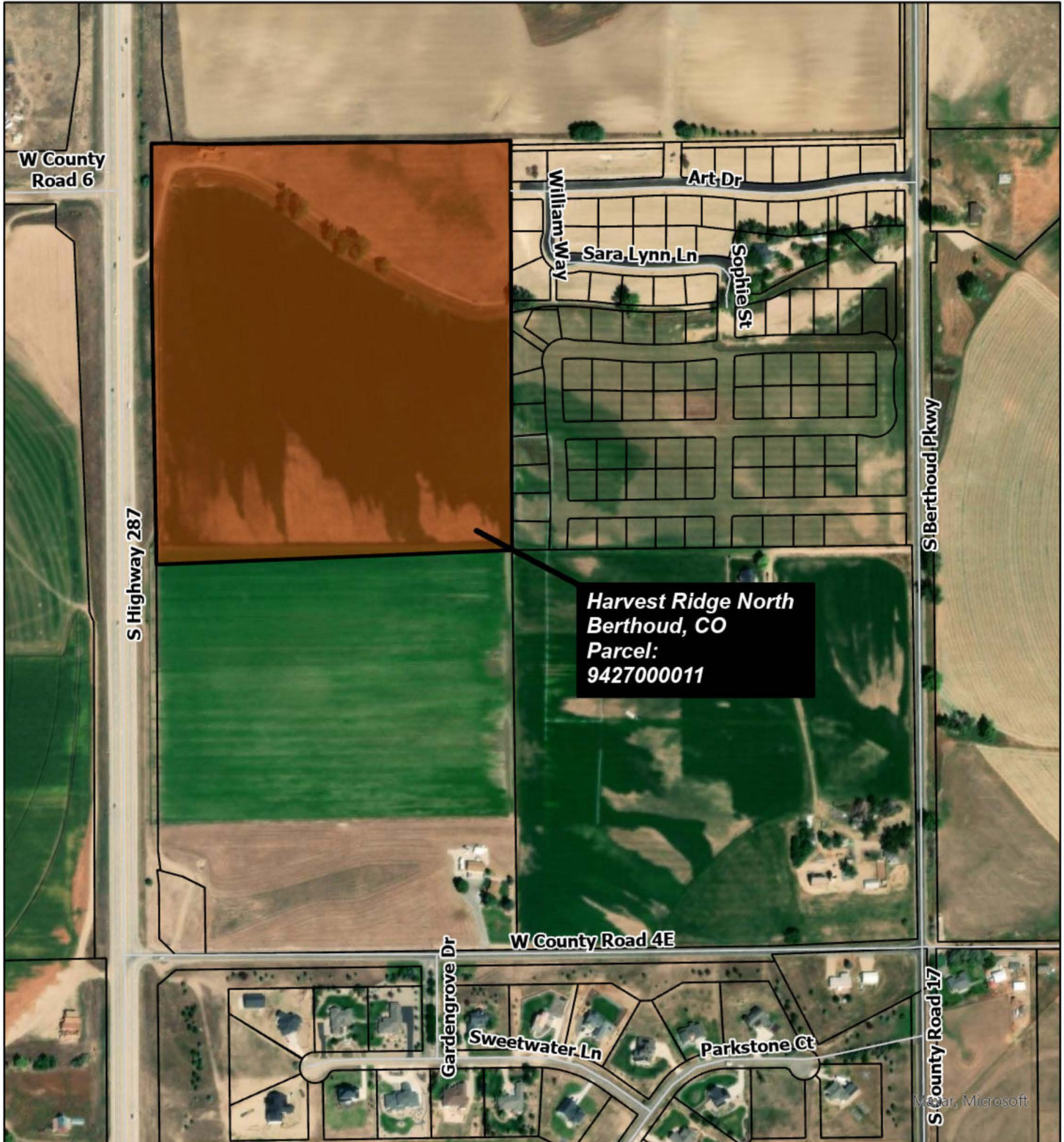
for the exclusion of their properties from said District. It is resolved that the President and Secretary of the District do any and all things necessary to exclude such properties from the District."

"I hereby certify that the above Resolution was duly and regularly adopted by the Little Thompson Water District at a meeting of the Board of Directors held on December 14, 2023."

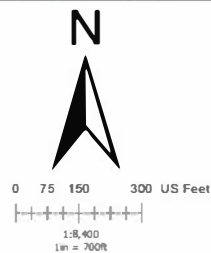
President

Attest: _____
Secretary

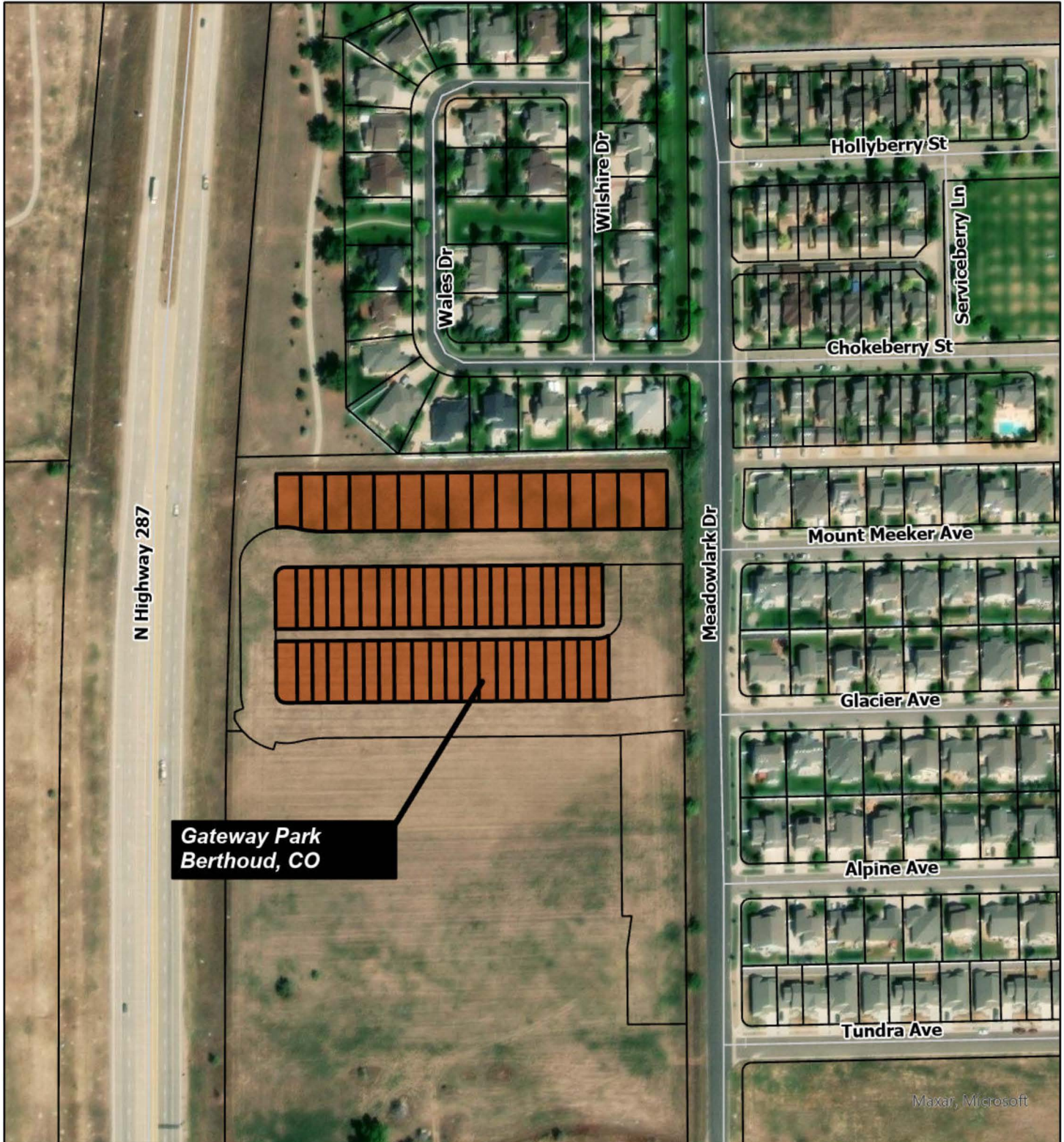
[SEAL]



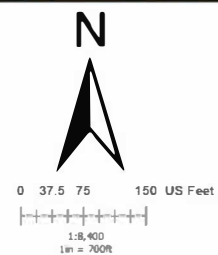
**LTWD EXCLUSION:
HT LAND PARTNERS &
HARVEST OWNERS
ASSOCIATION**



This map is for display purposes only and is not survey accurate.
Do not use for legal considerations.
Map printed 1/21/23.



**LTWD EXCLUSION:
TRI POINTE HOMES
HOLDINGS INC**



This map is for display purposes only and is not survey accurate.
Do not use for legal considerations.
Map printed 1/21/23.

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 7.1

Staff: Amber Kauffman, District Manager

Subject: Manager's Report

Staff Recommendation: Informational Only

Discussion:

District Activities:

On November 17 the office closed early for our District Holiday Lunch at The Boot Bar and Grill. The weather was beautiful, and we were able to hang out on their balcony for the afternoon.

I attended the NoCo Water Alliance Meeting on November 17. A presentation by Northern Water staff was given regarding the native waters in the local area that have been purchased by communities in the Denver metro region and potential ways to discourage future purchases by those same communities. Also discussed were status updates by all agencies and rate increase announcements. Many communities are considering or implementing large rate increases to accommodate impacts that growth has had.

I met with Stan for lunch on November 28. We discussed issues common to the two districts and individual concerns. Many topics were surrounded by Dry Creek Reservoir issues, including but not limited to, solar feasibility study by LTWD, native water deliveries to Dry Creek and associated water quality issues, pumping from Dry Creek to assist with water quality issues, pump and pipeline capacity issues during future canal shutdowns. Additional topics included elevated disinfection biproduct test results, an updated operating agreement for Carter Lake Filter Plant, and relocation of joint facilities with CDOT improvements.

Angela, Ken, Brad, Kammy, Amanda, and I went to an offsite leadership retreat on Wednesday, November 29. The retreat was hosted by the current Fire Chief of Elizabeth Fire District and his division chief. It was a half day of hearing how things can go terribly wrong and the ways to help things go better. It all comes down to communication and management unity.

CWCWD Joint Board Meeting: I have asked Stan to present some dates to poll each board for a joint board meeting. Stan proposed February.

Colorado Water Congress has their Annual Convention January 31-February 2 at the Hyatt Regency Aurora Convention. Please let me know if you would like to attend so we can register you. The 2024 program focuses on risk, resilience, and growth. Generally, the convention hosts a variety of speakers from CWCB, legislators, and professionals.

Anticipated January Board Meeting Topics:

Non-Potable Operations Agreement

Development Agreement Template

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 7.2 Business Manager's Report

Staff: Angela Diekhoff-Business Manager

Subject: December Board Meeting, Business Manager Report.

Staff Recommendation: For Information.

Discussion:

Board:

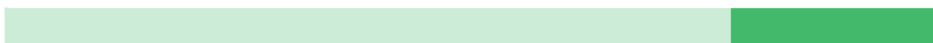
- Holiday Dinner: Judy sent out dates through email, if you haven't responded please let her know no later than Monday December 18th what dates work for you.
 - ❖ Thursdays
 - 1/4/2024
 - 1/25/2024
 - ❖ Fridays
 - 1/5/2024
 - 1/12/2024
 - 1/19/2024
 - 1/26/2024

Eye on Water:

Accounts with EyeOnWater

22%

Out of 10,055 Accounts



7,803 78%
Without EyeOnWater

2,252 22%
With EyeOnWater

New Sign-ups

282

Sign-ups in Last 6 Months



User Sign-ups Per Month

Agenda Item Summary

Little Thompson Water District

Date: December 14, 2023

Item: 7.3 District Engineer Report

Staff: Brad Eaton, P.E. - District Engineer

Subject: December Board Meeting, Engineering Report.

Staff Recommendation: For Information.

Discussion:

COMMITMENT TO SERVE REQUESTS: 4 new tap requests for November bringing the 2023 total to 68. (2022 TOTAL: 5011).

2023 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	<u>BUDGETS</u> TOTAL / 2023 / SPENT TO DATE
*NORTHEAST TRANSMISSION LINE (#70-137-00000)	LTWD staff has become actively involved with CRLS and two new easements have been acquired.	\$5,400,000 / \$1,300,000 / \$535,579
*TWIN MOUNDS 5 MILLION GALLON (MG) TANK REHAB (#70-138-00000)	Project is complete, Total project costs are final and as shown.	\$1,650,000 / \$825,000 / \$2,523,909
*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)	Construction continues to progress well along South Garfield Ave, between WCR 16 and 42 nd St. SE.	\$1,520,000 / \$1,520,000 / \$693,719
COUNTY ROAD IMPROVEMENTS (#70-100-00000)	Ongoing budget item driven by County Road improvement projects.	\$200,000 / \$200,000 / \$66,971
SCADA IMPROVEMENTS (#70-103-00000)	Needs assessment is complete and equipment replacement is in progress.	\$200,000 / \$200,000 / \$79,429
SMALL LINE IMPROVEMENTS (#70-121-00000)	Ongoing budget item to replace various small waterlines.	\$75,000 / \$75,000 / \$54,010
54 BRIDGE WATERLINE RELOCATION (#70-142-00000,1128)	Construction continues with substantial completion expected by year end.	\$732,000 / \$732,000 / \$59,180
DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)	Final contract negotiations are complete, and a project site survey will be scheduled soon.	\$35,000 / \$35,000 / \$0
WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)	All necessary LTWD data has been provided to the consultant who is now moving forward with the project.	\$150,000 / \$75,000 / \$5,266
RAW WATER INFRASTRUCTURE (#73-105-00000)	Aerial survey of the pipeline routes began on 12/4/23. Identification of area utilities & environmental sensitive areas is underway.	TBD / \$400,000 / \$29,193
3RD AND WELKER – MEAD (#70-147-00000)	Vault relocation design is substantially complete. Bid document development is in progress for project bidding early January 2024.	\$1,320,000 / \$1,320,000 / \$122,794
LARIMER COUNTY ROAD (LCR) 8 AND 21 WATERLINE (#70-148-00000)	Construction is complete. Final payment has been issued and total project costs are as shown.	\$300,000 / \$300,000 / \$298,783
BUCKHORN TANK MIXING SYSTEM STUDY (#70-146-00000)	Project deferred to 2024 due to staff workload.	\$40,000 / \$40,000 / \$0
TWIN MOUNDS PASSIVE MIXING SYSTEM (#70-145-00000)	Project deferred to 2024 due to staff workload.	\$227,000 / \$227,000 / \$0
BOTTERILL / LTWD SYSTEM MODS. (#70-149-00000)	Final coordination attempts with the railroad continue with no response. Staff may engage our land attorney to advance the project.	\$100,000 / \$100,000 / \$5,000

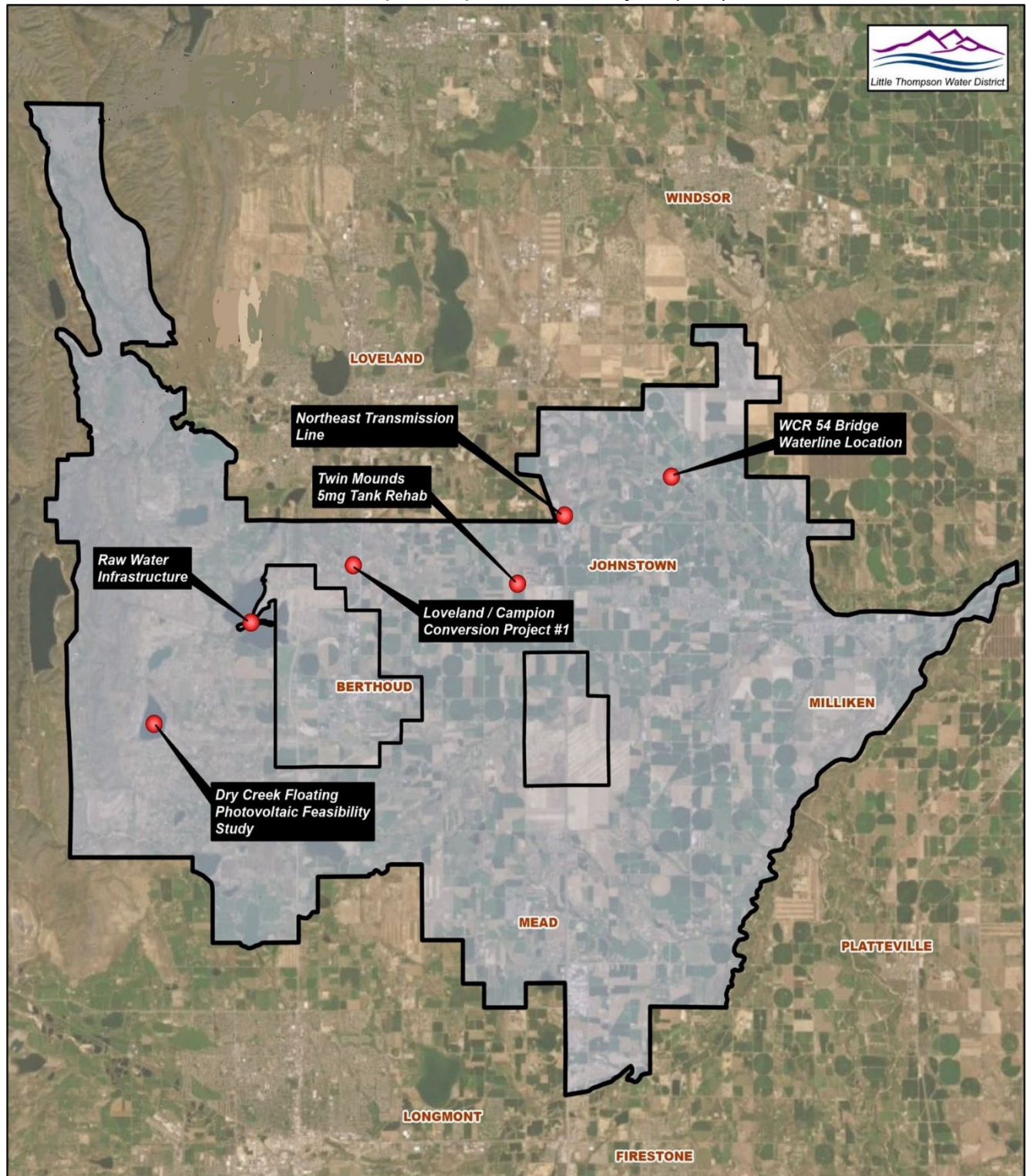
New Development Projects: No new development projects for November.

Active Development Name	Lots / type of development	Status
Barefoot Lakes Filing 6	193 Residential	Phase 1B final acceptance issued.
Range View Estates	75 Residential	Final acceptance is pending.
Home Depot Distribution Center	Industrial/Commercial	Final acceptance pending.
Horizon Hills Offsite	Offsite 16-inch waterline	Final acceptance pending.
Red Barn	457 Residential	Initial acceptance issued, final acceptance issued for select portions.
Elevation 25 (Formerly Mann Farms)	7 Commercial	Initial acceptance issued.
Horizon Hills	269 Residential (modular)	Under construction.
Gopher Gulch RV Park	145 RV spaces	Under construction.
QuikTrip	1 Commercial I	Final acceptance issued.
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Mountain View Estates	3 Lot Residential	Design approved
Hawks Ridge Subdivision	120 Residential plus commercial	Design approved. No recent activity.
Mead Place	313 Residential, Multifamily and Commercial	Design approved. No recent activity.
Waterfront	1,800 Residential plus Commercial	In final design. No recent activity.
Meadow Ridge	958 Single Family Equivalent (SFE) - Residential and Commercial	In final design.
Club Carwash	1 Commercial	Design approved, construction beginning
RV Retreat	Residential (Expansion)	In design
Buffalo Highlands	1,269 Lot Residential Plus Commercial	In design
Root Shoot Malting – Facility Expansion	Commercial	Phase 2 in design.
Mead Village	96 Residential	Project from 2016 becoming active.
Raterink Lot 2	1 Commercial	Becoming active
Grand Meadow (aka Douthit)	400 Residential	No current activity.
Turion - Revised	3,660 Residential plus commercial - total buildout.	No current activity.
Schulz Property	Single Industrial Lot	Beginning entitlement process with Mead. Commitment letter issued. No recent activity
Lemmon Family Trust Conservation	45 Residential Lots	Commitment letter issued. Beginning entitlement process with Larimer County.
Flying J Truckstop	1 Commercial	Beginning entitlement process with Mead

OTHER ENGINEERING DEPARTMENT ACTIVITIES

1. Engineering staff continues to be heavily loaded with referrals, development projects, capital improvement projects and the water court change cases.
2. Design coordination with CDOT for I-25 Segment 5 Improvement Project (Hwy. 66 to Hwy. 56) continues with staff supplying record drawings of existing infrastructure to CDOT. The next coordination meeting is expected later this month, and we are hopeful for more information regarding impacts and schedule.
3. Discussions continue with Brookfield for construction of the West I-25 Transmission line and funding of the required oversizing. Easement acquisition is complete except for final negotiations with two property owners, which are ongoing.

2023 LTWD Capital Improvement Project (CIP) Locations



- Additional District Wide CIPs:**
1. Water System Master Plan Update
 2. Small Line Improvements
 3. County Road Improvements
 4. Supervisory Control and Data Acquisition (SCADA) / Telemetry Improvements

Agenda Item Summary

Little Thompson Water District

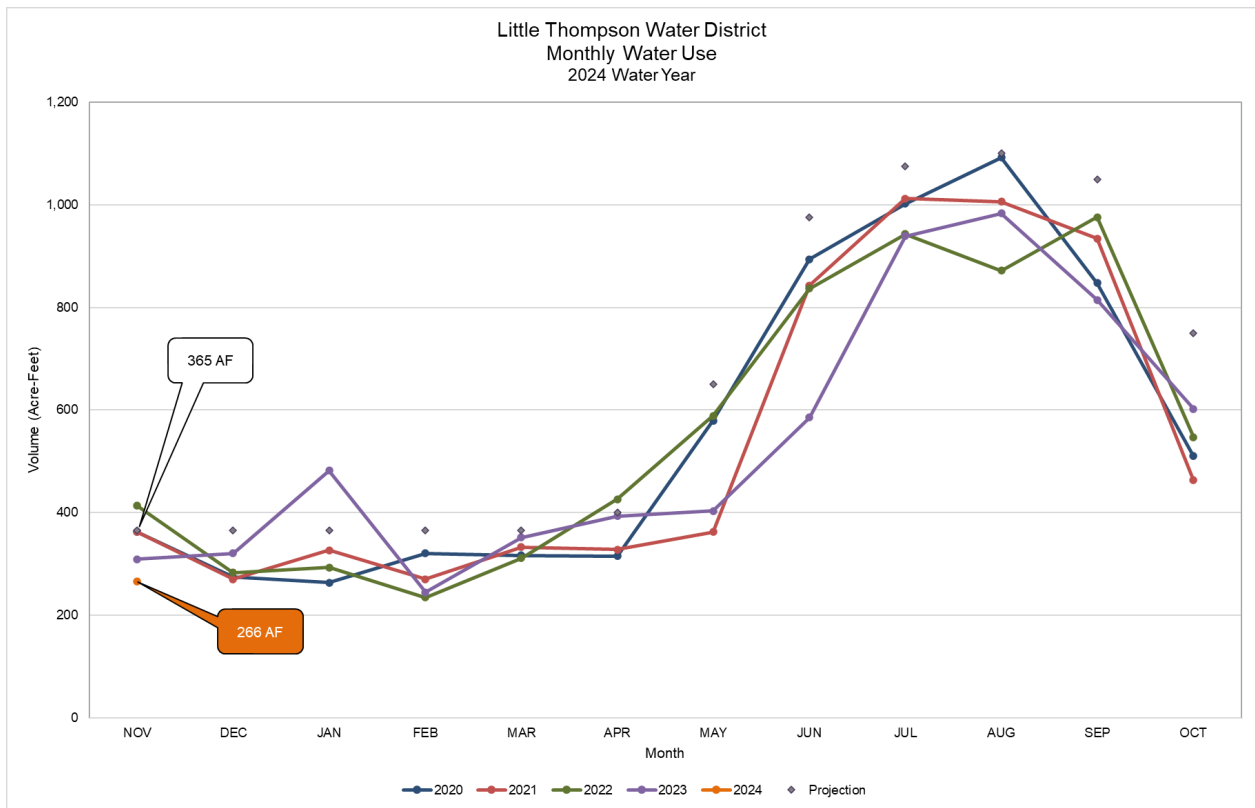
Date: December 14, 2023

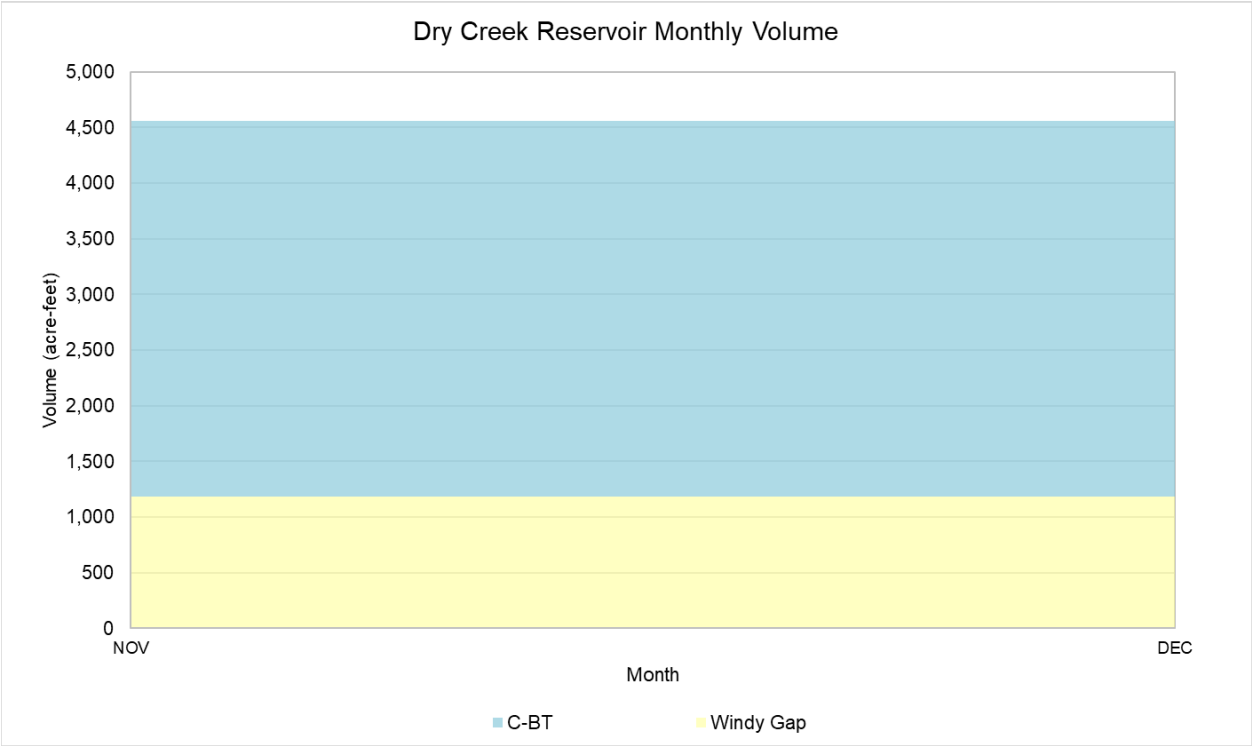
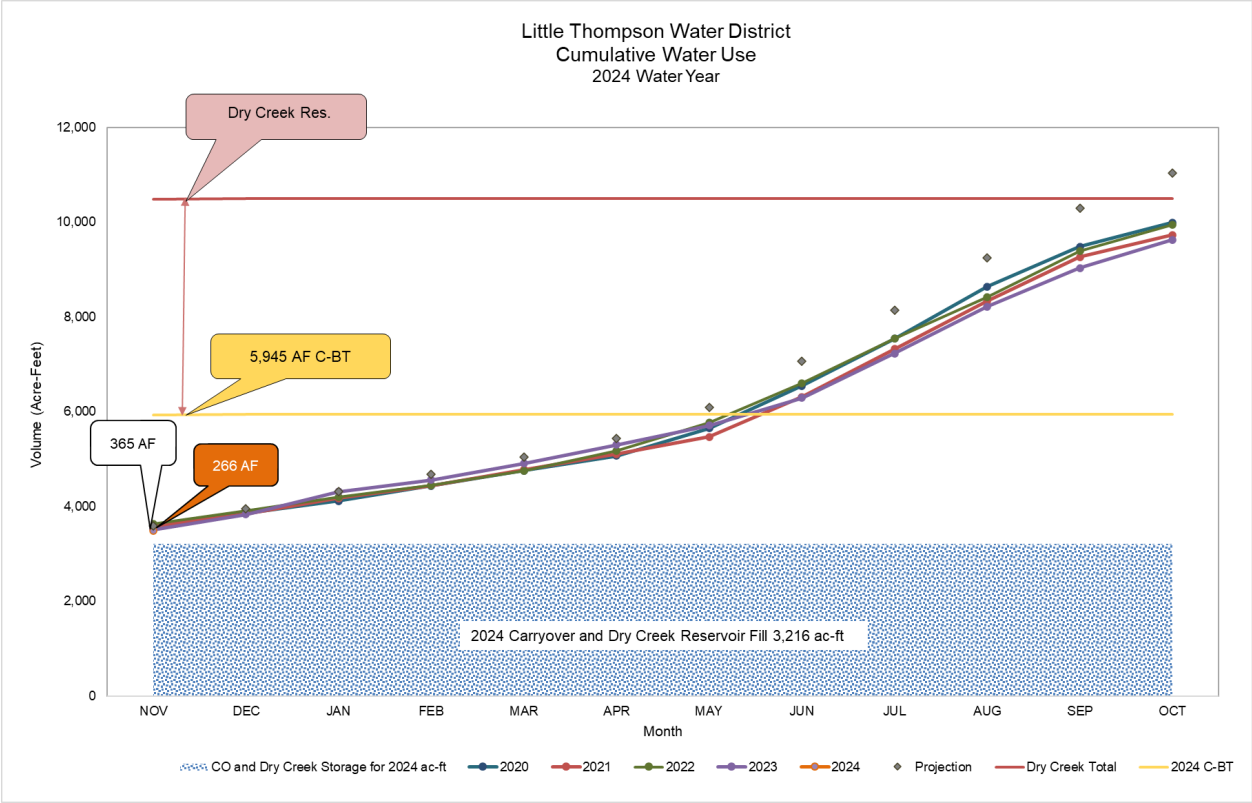
Item: 7.4 Water Resources Managers Report

Staff: Amanda Hoff, Water Resources Administrator and Nancy Koch, Water Resources Manager

Subject: November Water Use

Staff Recommendation: Information Only

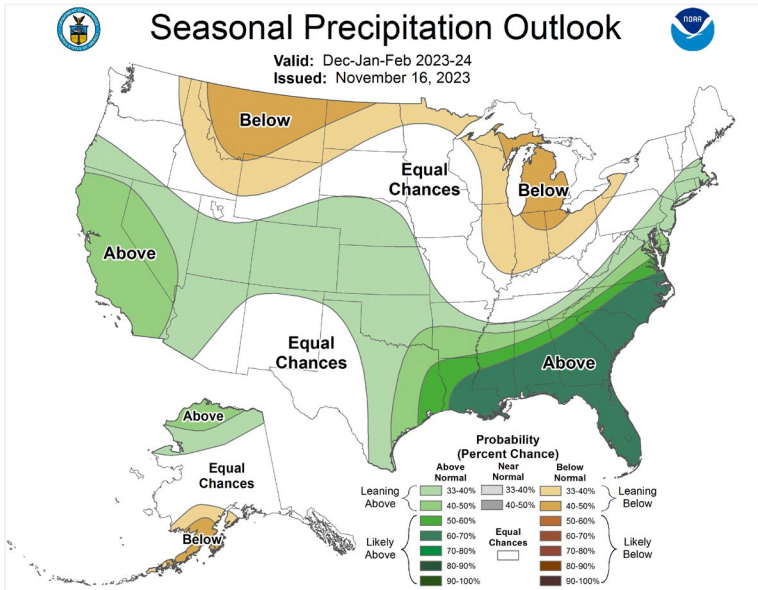
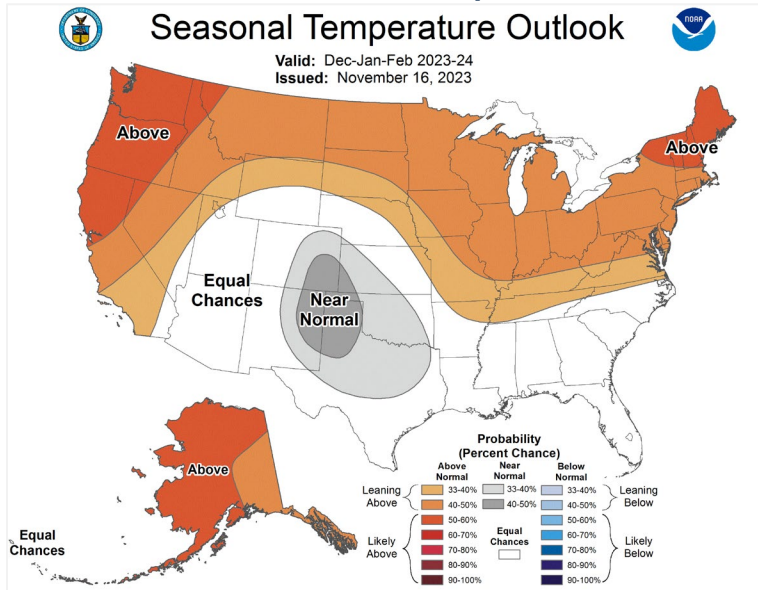




Water Court Change Cases Updates

Home Supply	Handy	Johnstown	Firestone	Handy Welch Enlargement
Met with Home Supply, moving forward with infrastructure design	Met with Handy, Waiting Catlin Comments	Updated proposed decree	Judge dismisses portions of Firestones proposed decree	Comment to District's questions

Weather Report



Agenda Item Summary

Little Thompson Water District

Date: December 1, 2023

Item: 7.5

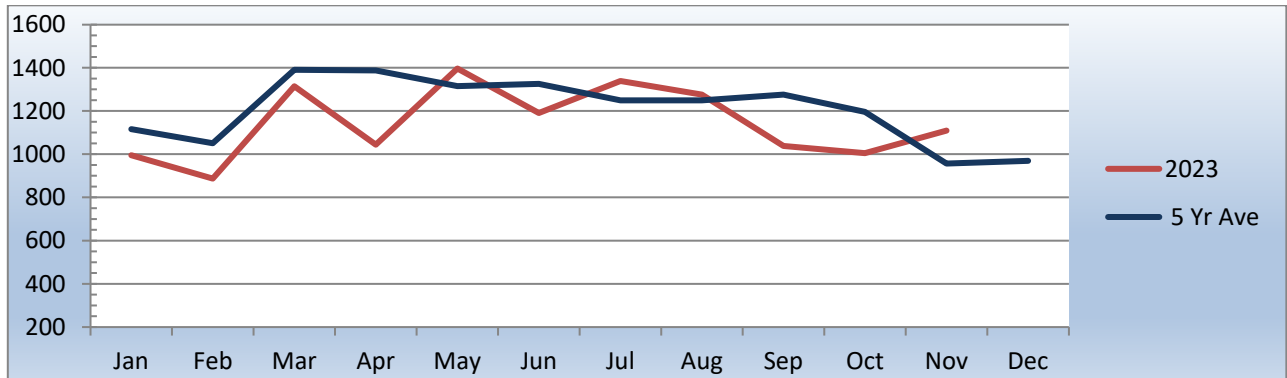
Staff: Ken Lambrecht, Operations Manager

Subject: Operations and Water Quality Report

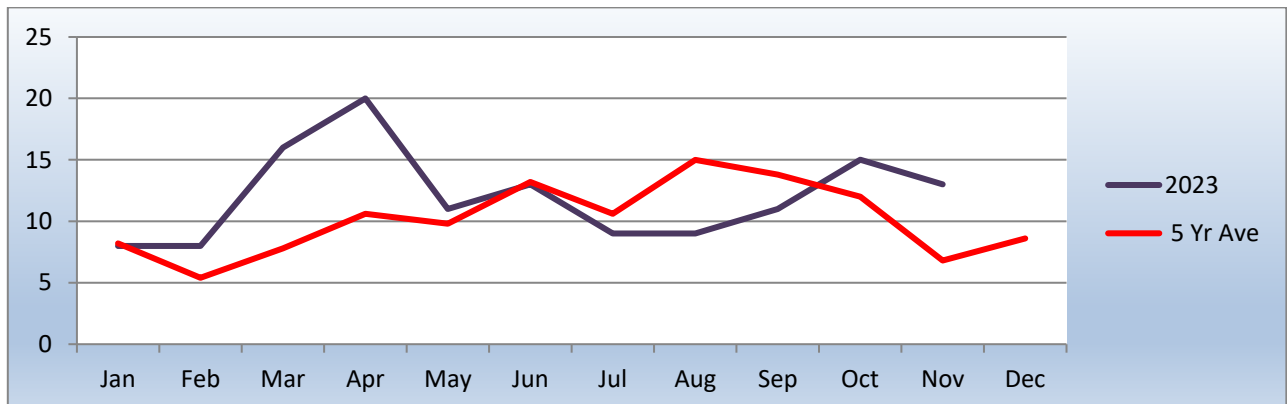
Staff Recommendation: For Informational Purposes

Discussion: Information for the Board of Directors

Locate Requests:



Leak Repairs:



Monthly Water Quality Report:

Monthly Water Quality Samples:

Monthly Total Coliform samples were within acceptable parameters.

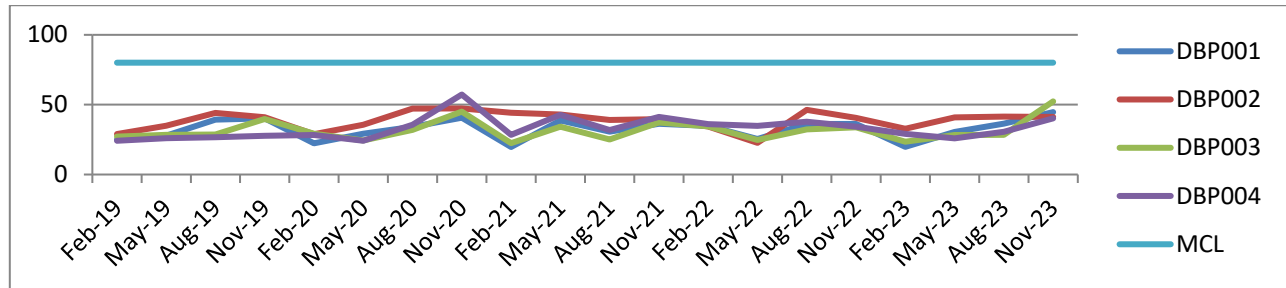
DBP2 (Disinfection Byproducts)

There was an increase in both TTHM and the HAA5 results over the last 6 months. All results were below the MCL.

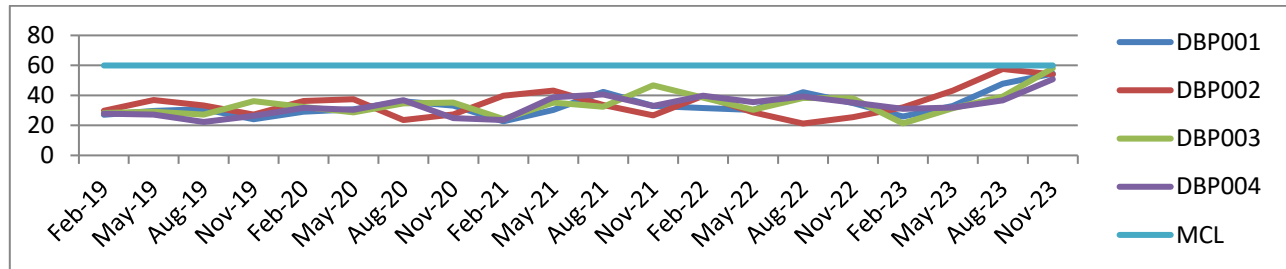
Averages

TTHM	44.58 ug/L	MCL	80 ug/L
HAA5	54.38 ug/L	MCL	60 ug/L

TTHM



HAA5



Customer Taste & Odor Work Orders:

Created Date	Service Order Number	Customer Number	Service Address	City	Description
11/06/2023	22508		Weld County Road 17	PLATTEVILLE	Taste & Odor
TASTE/ODOR - customer called and said that they have been experiencing some health issues and their doctors recommended having water tested. Also send her link to contact a lab for further tests if she would like.					
Completed on 11/06/2023 - tested water at residence with homeowner, CL2 0.7, pH 7.4					
11/30/2023	22627		FARRIER CT	LOVELAND	Taste & Odor
TASTE/ODOR - customer called and said that for a few days she has been noticing a petroleum smell when using water in area of the home, affects both hot and cold water.					
Completed: Pending					

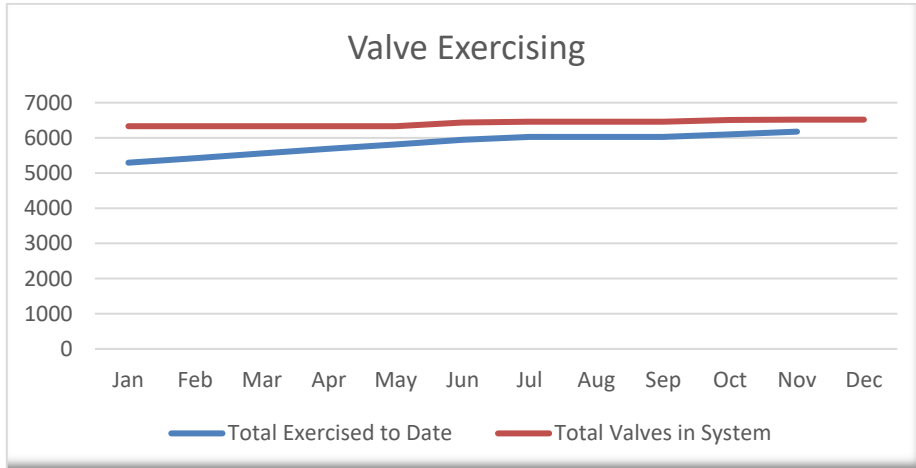
Project Updates and Notes:

Telemetry Upgrades:

Antenna Installation is completed. Radios have been installed at two sites. Currently working to incorporate new radio signals into the existing SCADA system.

Valve Exercising:

6,178 valves have been exercised out of a total of 6,519.



Sanitary Survey Update:

The two deficiencies have been addressed.

Disconnect the main to offline Northmoor Tank

Plug small holes at Mead Tank



Violation and Tier 2 Notification

The Treatment Technique Violation has been addressed.

The Twin Mounds 5 million gallon tank was put back into service. The Twin Mounds 2 million gallon tank was drained and a Comprehensive inspection was completed on November 28, 2023. The Comprehensive Inspection Report was submitted to the CDPHE on November 28, 2023. The 2 million gallon tank has been put back into service and the 5 million gallon tank has been drained for the winter.

The Tier 2 Notification letter is scheduled to be sent to our customers the week of December 4, 2023.

Directors:

Emily McMurtrey, President
Steve Brandenburg
Larry Brandt
Ryan Heiland
Ed Martens
Bill Szmyd
James Walker



Little Thompson Water District

District Manager
Amber Kauffman, PE
835 E. Hwy 56
Berthoud, CO 80513

Phone: 970-532-2096
Fax: 970-532-3734
www.LTWD.org

November 21, 2023

CO 0135477

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Little Thompson Water District had the following violation identified during a drinking water inspection:

Este informe contiene información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.

Our water system recently violated a drinking water requirement. Although this situation is not an emergency, as our customers you have a right to know what happened, what you should do, and what we are doing to correct this situation.

A routine drinking water inspection conducted on 10/11/2023 by the state drinking water program identified the following violation that may pose a risk to public health. A Comprehensive Inspection completed in 2022, did not meet the definition of Comprehensive Inspection because the inspection was completed with water in the tank.

Little Thompson Water District Storage Tank Monitoring Plan calls for a Comprehensive Inspection to be performed every 5 years on all storage tanks. The plan calls for draining the tank and inspecting for damage and maintenance issues. The violation we received is in reference to the Twin Mounds Two Million Gallon Storage Tank located near the intersection of County Road 7 and Highway 60. Little Thompson Water District switches between the Twin Mounds 2 million gallon and adjacent 5 million gallon tanks seasonally based on demand.

The Twin Mounds 2 million gallon storage tank's last documented Comprehensive Inspection was performed in 2017. In the following years (June 2018, October 2019, October 2020 and September 2021), the tank was drained, cleaned, inspected, and the water tested for total coliform, pH and residual chlorine before putting the tank back into service. Unfortunately, these inspections were not documented. The next scheduled Comprehensive Inspection was scheduled for the Fall of 2022.

In 2021 a project to recoat the 5 million gallon tank began. The project expanded to rehabilitate some of the structural elements of the roof and the project continued into 2023. While the maintenance and rehabilitation project was underway, the 2 million gallon tank could not be drained because it was being used to serve our customers. An inspection was performed on the tank while water remained in the tank. Since Little Thompson was not able to fully inspect the interior of the tank, this did not meet the definition of a Comprehensive Inspection. This resulted in a storage tank rule treatment technique violation of Regulation 11, Section 11.28(4)(c)(iii).

This violation of Regulation 11 requires Tier 2 public notice in accordance with Regulation 11, Section 11.33 (Public Notification Rule).

Identified Violation	Date Correction is Required	Steps We Are Taking
Comprehensive Storage Tank Inspections Not Performed or Documented (T2): Supplier failed to perform or document comprehensive tank inspections. This is a storage tank rule treatment technique violation of Regulation 11, Section 11.28(4)(c)(iii)	12/8/23	Perform Comprehensive Inspection by December 8, 2023.

- Inadequately maintained storage tanks, identified through inspections, may allow contaminants or disease-causing organisms to enter the drinking water, which can cause diarrhea, nausea, cramps, and associated headaches.

What does this mean? What should I do?

- There is nothing you need to do at this time. At no time during recent years are we aware of any impacts to water quality or public health because of this situation.
- If a situation arises where the water is no longer safe to drink, you will be notified within 24 hours.

We are currently switching to the Twin Mounds 5 million gallon tank so we can complete the Comprehensive Inspection. We anticipate resolving the problem by **12/8/2023**. For more information, please contact **Ken Lambrecht** at klambrecht@ltwd.org or **970-344-6363**, or at **835 E State Highway 56, Berthoud, CO**.

**Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

This notice is being sent to you by: Little Thompson Water District - CO 0135477

Date distributed: **12/10/2023**