

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



Little Thompson Water District

District Manager:
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Regular Board Meeting Agenda

August 15, 2024 - 5:00 P.M.

1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review:
4. Public Comment on Non-Agenda Items:
5. Consent Items:
 - 5.1. Minutes of the July 18, 2024, Regular Board MeetingPage 2
 - 5.2. Tap List 703Page 13
 - 5.3. July 2024 Disbursements ReportPage 15
 - 5.4. July 2024 Financial Report.....Page 23
6. Discussion Items:
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 - 6.2. 2025 Budget ObjectivesPage 30
 - 6.3. Carter Lake Filter PlantPage 32
 - 6.4. St. Vrain Water Authority.....Page 33
 - 6.5. Public Hearing: Action Item: Motion to Approve:Page 34
Resolution 2024-21 Larimer County Exclusions
 - 6.6. Windy Gap Completion C and E Notice.....Page 36
7. Staff Reports:
 - 7.1. District Manager’s Report.....Page 37
 - 7.2. Business Manager’s Report.....Page 38
 - 7.3. District Engineer’s ReportPage 39
 - 7.4. Water Resources Manager’s Report.....Page 42
 - 7.5. Operations Manager’s Report and Water Quality UpdatePage 46
 - 7.6. Business Project Manager’s ReportPage 48
8. Director Reports:
9. Adjournment.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 5.1

Staff: Amber Kauffman, District Manager

Subject: Minutes of the July 18, 2024, 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, July 18, 2024. Attendance was as follows:

Board of Directors:

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

Staff in Attendance:

Brad E. Eaton, District Engineer – *Acting Secretary*
Angela Diekhoff, Business Manager
Nancy Koch, Water Resources Advisor
Amanda Hoff, Water Resources Manager
Kammy K. Tinney, Business Project Manager
Judy O'Malley, Recording Secretary

Other Attendees:

Kristin Gollither, WildRock PR and Marketing, CEO and Founder – *Attended via Video Conference Call*

CALL TO ORDER

The recitation of the *Pledge of Allegiance* occurred, followed by President Emily McMurtrey calling the meeting to order at 5:02 p.m.

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 at 5:04 p.m. There being no public comments, the Public Comments period was closed at 5:05 p.m.

CONSENT AGENDA

It was moved by Director Bill Szmyd, seconded by Director Steve Brandenburg, to approve the Consent Agenda including:

- Minutes of the June 20, 2024, Regular Board Meeting,
- Tap List 702,
- June 2024 Disbursements in the amount \$1,720,690.02:
 - ❖ Operating Account: \$1,398,157.92:
 - ACH Manual Check Numbers 5549 to 5617 – \$1,176,881.01,
 - Check Numbers 11903 to 11949 – \$221,276.91,

- ❖ **Payroll Account: (Two Bi-weekly payroll periods in June) for \$322,532.10:**
 - ACH Transmittal Vouchers O-2490 to O-2501 – \$164,304.86,
 - ACH Direct Deposit Numbers N-13688 to N-13760 – \$158,227.24,

- **June 2024 Financial Report.**

Motion carried unanimously.

DISCUSSION ITEMS

WildRock Update and Check-In:

WildRock PR and Marketing CEO and Founder Kristin Gollhofer presented a communications update to the Board. The following items were reviewed:

- The 2023 Plan / Strategy was refreshed for 2024 as many of the 2023 items were still appropriate for 2024.
 - ❖ WildRock provided the refreshed 2024 Plan / Strategy complimentary to the District.
 - ❖ Many of the programs that were used in 2023 were very successful.
- Communication Goals:
 - ❖ Produce communication materials that reach a diverse Customer base.
 - ❖ Increase Customer participation in water conservation.
 - ❖ Reduce Staff time dedicated to communication efforts so focus can be redirected to other District initiatives.
- Communication Objectives:
 - ❖ Leverage the District's strongest assets, which are the Employees and Board Members, to build trust with the Customers.
 - ❖ Continue to build a foundation of communication channels for increased focus and results.
 - ❖ Position the District as experts in water distribution.
 - ❖ Let data drive decisions to streamline efforts overall.
 - ❖ Utilize a cohesive messaging and standard look and feel for the District to really facilitate that Customer trust.
- Key Messaging:
 - ❖ Allotments – with rate structure changes make sure Customers are familiar with how allotments work.
 - ❖ Conservation programs – a lot of focus was placed on the Lawn Replacement and Slow the Flow programs.
 - ❖ Taste and Odor – this was an issue in 2023 and WildRock wanted to get ahead of the game for any potential issues in 2024.
 - ❖ Rates – always an area of focus for the District as the rates are reevaluated every year, and WildRock wants to ensure the communication efforts prime Customers for any changes.
 - ❖ Capital Projects – to ensure Customers are aware of the District's efforts to provide clean and reliable water.
- Communication Channels:
 - ❖ Remained relatively the same.
 - ❖ WildRock now has year-over-year data and delivers messaging based on Customer preferences.
- 2024 First Half Update:
 - ❖ Monthly social media communications on Facebook and LinkedIn.

- ❖ Management of Facebook and LinkedIn.
- ❖ Quarterly digital ads on Facebook, Customer newsletters, and postcards.
- ❖ Additional communication and support regarding the Lead Service Line Inventory (LSLI) project.
- Metrics and Performance:
 - ❖ WildRock started tracking Key Performance Indicators (KPI) for communications in 2023.
 - ❖ Of the 11 performance areas WildRock is tracking, seven are within range, on track, or exceeding expectations.
 - Facebook impressions were slightly lower than last year, likely due to 2023 being the first year WildRock managed the content.
 - ◇ However, 5.5 percent is higher than the industry average and there has been year-over-year growth.
 - Website users appear to be down, but the results are skewed due to a break in the Google Analytics reporting.
 - ◇ WildRock is still seeing strong traffic to the website in months when reporting was available.
 - Lawn Replacements began as a lower performer, but as of the week of the Board Meeting this program surpassed the goal.
 - Slow the Flow also appeared to be a lower performer, but as of the week of the Board Meeting was on track to meet the goal.
 - ❖ Communication Wins:
 - Allotment Education – the Quarter One (Q1) postcard was dedicated to educating Customers on what allotments are and why the District uses them.
 - ◇ The postcard was also used to remind Customers what type of tap they had and what their allotment is.
 - ◇ Two versions of the postcard were sent out with one advising Customers if they were exceeding their allotment.
 - ◇ The postcard also encouraged Customers to use EyeOnWater (EOW).
 - ◇ The overall result of the postcard was 457 Quick Response (QR) code scans direct to the District’s EOW webpage, and 178 EOW sign-ups between February and April.
 - Lead Testing – the District requested support from WildRock to communicate the LSLI project to Customers.
 - ◇ WildRock integrated the message using existing channels:
 - Developed a new webpage on the website with an online questionnaire.
 - Outreach postcard, letter, and emails.
 - Potholing door hanger distributed to affected Customers.
 - Customer Service scripts.
 - Due to WildRock’s clear communications Customer Service received very little pushback.

Discussion followed regarding what type of metrics can be utilized, including the District’s trust standing with Customers, continued interaction with the Customers with different types of Community Outreach, and ways for the Directors to have occasional communication with Customers.

Director Brandenburg stated that the Operations Crew does a fantastic job of face-to-face interactions with Customers.

Also discussed was a website refresh. While Customers are visiting the website, information, especially for developers, can be difficult to find. The current District platform has a framework that limits information layout. WildRock had provided the District a proposal for a new website in 2023. With the Americans with Disabilities Act (ADA) requirements WildRock will need to present a new proposal. If the District accepts the proposal WildRock should be able to have a new website running in eight to 12 weeks.

Raw Water Master Plan Update:

Water Resources Advisor Nancy Koch and Water Resources Manager Amanda Hoff presented the following information to the Board:

- In the Raw Water Master Plan, Water Resources Staff and Williams and Weiss Consulting, LLC (WWC) are assessing the District's raw water supplies, which includes consideration of water treatment capacity, storage and infrastructure.
 - ❖ The first task of the Raw Water Master Plan has been completed:
 - Updating the 2019 MODSIM model, existing water supplies and demands and added assumptions based on infrastructure capacities.
 - Using this information, Water Resources Staff have assessed the District's ability to meet existing, future, and obligated demands.
 - ❖ Supply and Demand:
 - Staff looked at meeting the existing demands and future demands differently than in the past:
 - ◇ Demand per development per year.
 - ◇ Annual increase in demand.
 - ◇ Location of demand.
 - ◇ Location and volume of second use water.
 - ◇ Data available for System Master plan.
 - ❖ Water Storage Demand:
 - Staff approximated when developments will be coming online, and how many taps each development will require based on Commitment Letters.
 - Staff projected low, medium, and high water demands based on data and assumptions.
 - District Manager Amber Kauffman met with the Town of Mead (Mead) and learned of an increased number of developments in the entitlement process.
 - ◇ Staff determined it is likely the District will follow the high projected water demands based on this information.
 - Although Developers must dedicate water to the District, the District water supply fluctuates annually based on the quota from Northern Colorado Water Conservancy District (Northern) and the amount of Windy Gap water delivered.
 - ❖ Findings Based on Existing Conditions and Assumptions:
 - The District owns water supplies to meet existing demands including system losses which are assumed to be 20 percent.
 - The District can only meet half of the obligated demands with this loss if all obligated demand was to come online at once.

- ◇ Outside water use would need to be restricted by 25 to 50 percent for three of 10 years to offset mitigate system losses.
- ◇ This system loss is treated water that is not delivered to customers.
- If the District reduces losses by 5 percent, there would be a gain of 375 acre-feet (AF) which is a \$54,000,000 (M) value at today's cash-in-lieu.
- A reduction of system losses would reduce demand on Carter Lake Filter Plant (CLFP).
- ❖ CLFP capacity is assumed to be 38 million gallons per day (MGD).
 - The combined maximum water use by Central Weld County Water District (CWCWD) and the District is at 36.9 MGD.
 - Nothing in the joint agreement states how much capacity either entity can use.
- ❖ Existing Conditions Conclusion:
 - District system losses can be over 1,000 AF.
 - CLFP treatment capacity is a significant near-term concern.
 - ◇ Dry Creek Reservoir limitations include water quality, limitations due to two-way piping from and to Dry Creek Reservoir (DCR) and CFP may impact water supply plans.
 - The District is still storage long.
 - The District owns water that can come online in the near-term.
- ❖ Near-Term Future Conditions:
 - Options to be considered:
 - ◇ Second use water location and yield – where does it go and what does it yield.
 - ◇ A District treatment plant east of Interstate-25 (I-25).
 - ◇ Expand non-potable water use – a lot of developments in Mead are along the Highland Ditch.
 - ◇ Capitalize on storage – possible lease some storage and use the income to pay for infrastructure expenses.
 - ◇ CLFP / DCR bottlenecks.
 - ◇ New water supplies.
 - ◇ Water Loss / Conservation – reduce water loss to gain water.
 - ◇ Return flow obligations (RFOs) – meeting return flows with effluent will allow more treatable water to be available for distribution.

President McMurtrey called for a break at 6:32 p.m. The meeting reconvened at 6:45 p.m.

Raw Water Master Plan Update (continued):

Discussion continued following the break regarding planning needs for second use water and native water, and how the District will need to make sure the waters are used in the right way when they become available.

CLFP:

In the absence of District Manager Kauffman, District Engineer Brad Eaton presented the following information to the Board:

- The line between DCR and CLFP had a break.
 - ❖ After the repair the plant planned to start pumping water from DCR again.
- The algaecide treatment made a great improvement in Methyl-Iso borneol (MIB) and Geosmin levels.

- ❖ The applicator suggested evaluating ultrasonic as a method to control algae.
- ❖ It was suggested that the plant contact Berthoud and Johnstown to truth test the impact of ultrasonic and also evaluate aeration as an alternative.
- ❖ Mr. Eaton noted that he has seen ultrasonic treatment create different problems.
- The new membranes in Cell 6 of the North Plant continue to outperform the old version of membranes in all other cells by nearly 40 percent over the course of 7 days.
 - ❖ The new version of membranes also does not have to have a clean in place cycle as frequently as the old versions.
 - ❖ Given this information, the CLFP Board authorized CLFP Staff to spend \$3,352,460 to replace the remaining membranes in the plant and the clovers and valves that are in those cells.
 - ❖ The delivery is expected to occur in January or February.
 - ❖ The CLFP Board felt, as did the district managers, that the cost was worth the capacity in the plant given our high demands and concern for plant capacity.
- CLFP Manager Rick Whittet found two new employees to fill the board authorized positions.

St. Vrain Water Authority (SVWA):

In the absence of District Manager Kauffman, District Engineer Eaton presented the following information to the Board:

- The SVWA audit was presented to the SVWA Board with an unmodified opinion.
 - ❖ The audit was performed as a blended component of the Town of Firestone's (Firestone) audit as they have a controlling position on the Board and the budget for SVWA is not too large.
- The SVWA Board approved the use of a payment card for the Authority.
 - ❖ The Authority would like to use it when paying for subscriptions such as Microsoft 365 so that the receipts are separate from Firestone.
- The SVWA Board approved the ability for its customers to pay via Automated Clearing House (ACH).
- SVWA's attorney is changing firms effective August 1, 2024.
 - ❖ The SVWA Board agreed to transfer the SVWA documents to the attorney's new firm.
 - ❖ The attorney will provide a new engagement letter for the SVWA Board to consider at the August meeting.
- A big conversation surrounding Americans with Disabilities Act (ADA) compliance with the documents posted on the website and what should be posted on the website.
 - ❖ There is a concern that the effort to make board packets ADA accessible for posting takes too much time.
 - ❖ The SVWA Board will revisit the topic next month to decide the path forward.

Public Hearing: Action Item: Resolutions 2024-19 and 2024-20 Inclusions:

The Public Hearing had been properly publicized. No written objections were received.

President McMurtrey opened the Public Hearing at 6:50 p.m. No public was present, and the Public Hearing was closed at 6:51 p.m.

It was moved by Director Szmyd, seconded by Director Larry Brandt, to adopt Resolution 2024-19 Inclusion (McNamara/Straatman), and Resolution 2024-20 Inclusions (Dyer/Ferro, Harris). Motion carried unanimously.

STAFF REPORTS

District Manager's Report: In the absence of District Manager Kauffman, District Engineer Eaton reported on the following:

- District Activities:
 - ❖ The next meeting for the NoCo Water Alliance is July 19 and Water Resources Manager Hoff will be attending.
 - ❖ The District received formal notice that Colorado Department of Transportation (CDOT) will be acquiring a portion of our property where the District is planning to construct the Markum Hill Tank (AT and T Hill).
 - On July 11, Civil Engineer III Jake Hebert, P.E. and Ms. Kauffman met with CDOT to discuss the path forward.
 - CDOT will be providing an offer to the District for approximately 21,001 square-feet (SF) of property for permanent right-of-way for I-25 and an additional 2,581 SF of temporary easement.
 - CDOT expects that offer to be available for Board review as early as the September board meeting and the District will receive a sizable incentive to agree to the purchase within 30 days of the offer.
 - Mr. Eaton believes there will still be enough room for the District to build the new tank.
- District Staffing:
 - ❖ The District has had a few qualified applications for the Operations Manager position and is conducting interviews.
 - ❖ The District is currently advertising for a Backhoe Crew Leader, Civil Engineer I, and a Customer Service Representative.
 - ❖ The Global Information System (GIS) and Water Resources positions have been filled.

Business Manager's Report: In the absence of Business Manager Angela Diekhoff, District Engineer Eaton reported on the following:

- Board:
 - ❖ EyeOnWater (EOW):
 - There have been 337 new customer sign-ups in the last six months.

Discussion followed regarding ways to incentivize customers to sign-up, and how the District is affected by those customers not on EOW.

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

- There were five new taps and two Accessory Dwelling Units (ADU) Commitment to Serve Requests for June. The 2024 total was 426 taps and 12 ADUs.
- Capital Projects:
 - ❖ A preliminary version of the new Water System Master Plan water model is ready for Staff review.
 - Water Resources Advisor Koch, and Water Resources Manager Hoff continued to be of great assistance.
 - ❖ The H2 and RFO Raw Water Infrastructure project was coming along.
 - ❖ Director Steve Brandenburg questioned if there was any additional information on the outside interest of placing Floating Solar Photovoltaic panels on DCR.

- Mr. Eaton advised that information would be presented to the Board at a future meeting.
- Development Projects:
 - ❖ Several new developments are coming online.
- Other Engineering Department Activities:
 - ❖ Staffing:
 - The District hired Steve Holmes, who is a highly experienced GIS professional.
 - The Civil Engineer I position has been advertised with no success to date.
 - ◇ Staff have engaged the services of a recruiter.
 - ❖ The potholing contractor, for the LSLI project, was scheduled to begin on July 15.
 - The potholing contractor will mobilize two crews to begin the project.
 - ❖ CDOT Segment 5 design concepts have been presented for LTWD staff review.

Water Resources Manager's Report: Water Resources Manager Hoff reported on the following:

- The water use for June had hit the District's max.
- The cumulative water use for the 2023 – 2024 water year was close to the projection.
- Ms. Hoff noted that the probability of hot and dry weather had increased since the June board meeting.

Discussion followed regarding how the District knows when to tell customers to stop outside water use. Ms. Hoff discussed the triggers built into the Water Efficiency Management Plan and the steps to be taken to notify customers. At the time of the meeting there was no concern to move to Yellow – Low action level.

Operations Manager's Report and Water Quality Update: District Engineer Eaton reported on the following:

- Locate Requests and Leak Repairs were trending down.
- Backflow Regulations:
 - ❖ In late June, Staff became aware a new law, HB24-1344 signed into law on June 3, that requires backflow testers in Colorado to be licensed plumbers effective July 1.
 - With the law going into effect during the industry's busiest time of the year, and the majority of certified backflow testers not holding a current plumbing license, Staff reached out to Colorado Department of Public Health and Environment (CDPHE) requesting guidance on how to handle the change.
 - Staff also reached out to the Special District Association (SDA) to assist with lobbying efforts on behalf of water districts in the state, and the Colorado Department of Regulatory Agencies to voice concerns and request consideration of revised rulemaking until this matter can be brought back to the legislature for revisions.
 - Under heavy scrutiny, the Colorado State Plumbing Board held an emergency meeting on July 10 and adopted revisions to its rules that will allow inspection and certification to continue by certified backflow testers.
- Monthly Water Quality Report:
 - ❖ Monthly Total Coliform samples were within acceptable parameters.
 - ❖ Disinfection By Product (DBPs) and Unregulated Contaminant Monitoring Rule (UCMR) Five samples will be taken in August.

- Project Updates and Notes:
 - ❖ Valve exercising remained on hold.

Business Project Manager's Report: Business Project Manager Tinney reported on the following:

- LSLI – Project Update:
 - ❖ The District's contractor will begin the potholing process the week of July 15.
 - Doorhangers with schedules will be placed a minimum of 48 hours ahead of the contractor being on-site.
 - ❖ Inspection results will be provided to customers following the conclusion of the potholing project.
 - ❖ Customers continue to have the opportunity to submit a survey which, if the material can be verified, could eliminate the need for potholing on the service side of the line.
 - ❖ Phase I of the LSLI Project will continue for the next three months with conclusion of the first inventory report and Lead Service Line Replacement Plan due to CDPHE on October 16, 2024.
 - ❖ Phase II of the LSLI Project includes notification to customers of service line material and the execution of a replacement program.
- Policies and Procedures:
 - ❖ Work continues on review / revision of:
 - The Development Process.
 - Section 8 Rules and Regulations.
 - Section 17 Rules and Regulations.
 - Non-Potable Water (Irrigation) System Procedures including suggested revisions to content for the District's website.
 - ❖ Staff have begun implementing "National" days as a way to thank Employees.
 - The day of the board meeting was National Ice Cream Day.
 - Every Employee and Board Member received an ice cream cone shaped pen, and ice cream was available in the east kitchen.

DIRECTOR REPORTS

- Director Brandenburg noted a Constituent called him regarding the purchase of an Inside-Use Only Tap.
 - ❖ Due to the size of the property, the Constituent would need to purchase an Estate Tap even though they have a well.
 - ❖ The Constituent will bring a request for a variance to the Board.
- Director Martens questioned how the Chevron Doctrine affects federal government agencies creating rules that put an undue burden of expense on other entities.
 - ❖ Discussion followed.
- Director Brandt stated that Poudre Valley Rural Electric Authority (PVREA) sent a letter that they would be burying lines under the intersection of Highway 257 and Weld County Road (WCR) 2; however, no one ever came out.
- Mr. Brandt also noted that workers for the Loveland and Greeley Canal had cleaned out the canal and put the debris on his property. Mr. Brandt was trying to locate a representative of the canal to rectify the situation.
 - ❖ President McMurtrey offered to assist Mr. Brandt locating a contact.

It was moved by Director Szmyd, seconded by Director Brandt, to adjourn the meeting at 7:41 p.m.

Respectfully submitted,

Brad E. Eaton
Acting Secretary

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 5.2

Staff: Amber Kauffman, District Manager; Holly Suess, Customer Service Supervisor; Judy O'Malley, Administrative Assistant

Subject: Tap List 703

Staff Recommendation: Staff recommends approval.

Discussion:

TAP LIST 703 ~ NEW AND AMENDED CONTRACTS

TAP #	NAME	5/8-inch Mini Inside Use	5/8-inch Inside Use	5/8-inch Conserv.	5/8-inch Conserv. Plus	5/8-inch Standard	3/4-inch Estate	OTHER	WATER RIGHTS	CIL
10546	Robert and Marilyn Meek						X			1.10 af
10547	Homes for Our Troops Inc		X						.25 AF	
10548	Century Land Holdings LLC			X					.35 AF	
10549	Century Land Holdings LLC			X					.35 AF	
10550	Century Land Holdings LLC			X					.35 AF	
10551	Century Land Holdings LLC			X					.35 AF	
10552	Century Land Holdings LLC			X					.35 AF	
10553	Century Land Holdings LLC			X					.35 AF	
10554	Lennar / R Hearthstone Lot Options			X					.35 AF	
10555	Lennar / R Hearthstone Lot Options			X					.35 AF	
10556	Lennar / R Hearthstone Lot Options			X					.35 AF	
10557	Lennar / R Hearthstone Lot Options			X					.35 AF	
10558	Lennar / R Hearthstone Lot Options			X					.35 AF	
10559	Lennar / R Hearthstone Lot Options			X					.35 AF	
10560	Lennar / R Hearthstone Lot Options			X					.35 AF	
10561	Lennar / R Hearthstone Lot Options			X					.35 AF	
10562	Lennar / R Hearthstone Lot Options			X					.35 AF	
		5/8-inch Mini Inside Use	5/8-inch Inside Use	5/8-inch Conserv.	5/8-inch Conserv. Plus	5/8-inch Standard	3/4-inch Estate	OTHER	WATER RIGHTS	CIL
JULY TOTALS		0	1	15	0	0	1	0	5.50 AF	1.10 AF
YEAR-TO-DATE 2024 TOTALS		0	3	142	13	2	2	12	117.19 AF	3.60 AF
TAPS BUDGETED 2024		0	0	220	0	5	0	0		

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
	N/A				
		ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	CIL
JULY 2024 TOTALS		0	0	0	0 AF
YEAR-TO-DATE 2024 TOTALS		0	1	2	1.54 AF

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

Subject: July 2024 Disbursements.

Staff Recommendation: Approval.

July 2024 Disbursements

Request approval of the July 2024 Cash Disbursements in the amount of \$1,224,385.01

Operating Account: \$805,617.98

ACH Manual Check Numbers 5618 to 5691 – \$447,766.29.

Check Numbers 11950 to 11989 – \$357,851.69.

Payroll Account: \$418,767.03 (Three bi-weekly payroll periods paid in July)

ACH Transmittal Vouchers 2502 to 2519 – \$207,463.00.

ACH Direct Deposit Numbers 13761 to 13872– \$211,304.03.

Discussion:

All expenses are for normal operating costs, except for \$60,186.28 for Capital Cost – District, and \$41,051.32 for Capital Cost – Joint.

Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 7/01/2024 to 7/31/2024

Employee Related Expenses	\$	418,767.03
Sys Repairs	\$	271,245.31
Filter Plant Ops Expense	\$	189,005.07
Capital Cost-District	\$	60,186.28
Office Expenses	\$	56,258.17
Capital Cost-Joint	\$	41,051.32
Water Rights Consulting	\$	18,195.00
Credit Card	\$	17,428.66
WQ - Lead Service Inventory	\$	14,026.96
Insurance-Property & Casualty	\$	12,865.50
Routine Repairs	\$	11,385.00
Service Connection Expenses	\$	11,178.28
Fire Systems(Hydrants)Exp	\$	9,592.11
Vehicle Expenses	\$	8,911.77
Computer Expenses	\$	8,663.25
St. Vrain Authority	\$	8,633.15
Water Resources General Legal	\$	6,928.60
Valve Repairs	\$	6,382.50
Communication Expenses	\$	5,974.94
Firestone Surcharge Fee	\$	5,160.82
Telemetry Expenses	\$	4,507.90
Service Contracts	\$	4,080.06
Membership Dues	\$	3,800.00
Water Conservation	\$	3,526.00
Bldg/Grnds	\$	3,362.24
Operations - Utilities	\$	3,283.90
Meter Mtn and Repair	\$	2,995.00
Dry Creek Reservoir Expenses	\$	2,816.00
Dry Creek Reservoir Maint	\$	2,800.00
Purchased Water Expenses	\$	2,773.08
Fire Hyd Meter Deposits	\$	2,197.17
Locate Expenses	\$	1,388.04

Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 7/01/2024 to 7/31/2024

Uniforms Expenses	\$	1,377.19
Water Conservation	\$	1,228.17
O & M	\$	736.95
WQ - Monthly Sampling	\$	630.00
Safety Expenses	\$	442.00
Aurora Dairy 12 Waterline-Pas	\$	177.28
Commitment Letter Fees	\$	150.00
Permit Expenses	\$	100.00
Customer Refund Overpayments	\$	97.38
Storage Tank Maintenance	\$	76.93
Total	\$	1,224,385.01

Little Thompson Water District
Cash Disbursements Detail
Check Issue Dates: 7/01/2024 to 7/31/2024

Operations

Check Number	Check Issue Date	Payee	Description	Amount
5626	7/11/2024	Carter Lake Filter Plant	Filter Plant Ops Expense	189,005.07
11973	7/24/2024	Gopher Excavation Inc	Sys Repairs	174,657.15
11987	7/24/2024	St Vrain Companies Inc.	Sys Repairs	79,200.00
11972	7/24/2024	Farnsworth Group Inc	Office Expenses	30,794.50
5625	7/11/2024	Carter Lake Filter Plant	Capital Cost-Joint-Pretreatment Design	29,236.62
11970	7/24/2024	Civilworx, LLC	Capital Cost-District-Northeast Transmission Line	26,750.00
5669	7/25/2024	Jobot	Office Expenses	22,000.00
5665	7/25/2024	Horrocks LLC	Capital Cost-District-H2 Infrastructure Construction	20,166.36
5620	7/3/2024	Adams Bank MasterCard	Bldg/Grnds	17,428.66
5659	7/25/2024	Central Weld County Water District	Insurance-Property & Casualty	12,662.50
5639	7/11/2024	Orback Construction	Routine Repairs	11,385.00
5655	7/25/2024	Badger Meter	Service Connection Expenses	11,178.28
5625	7/11/2024	Carter Lake Filter Plant	Capital Cost-Joint-Dry Creek Pump Install	10,665.95
5641	7/11/2024	Snowmelt Water Engineering, LLC	Water Rights Consulting	10,035.00
5663	7/25/2024	Ferguson Waterworks	WQ - Lead Service Inventory	9,150.96
5671	7/25/2024	KIMLEY-HORN ASSOCIATES, INC.	Capital Cost-District-Buckhorn Tank Mixing Sys Study	9,000.00
5642	7/11/2024	Stratus Information Systems (ITX)	Office Expenses	8,663.25
11963	7/10/2024	St. Vrain Water Authority	St. Vrain Authority	8,633.15
11967	7/10/2024	Williams and Weiss Consulting, LLC	Water Rights Consulting	8,160.00
5631	7/11/2024	Ferguson Waterworks	Fire Systems(Hydrants)Exp	7,262.19
5672	7/25/2024	Loveland Barricade	Sys Repairs	7,116.00
5658	7/25/2024	Carlson Hammond & Paddock	Water Resources General Legal	6,928.60
5685	7/25/2024	WEX Bank	Vehicle Expenses	6,703.15
5639	7/11/2024	Orback Construction	Valve Repairs	6,382.50
11965	7/10/2024	Town of Firestone	Firestone Surcharge Fee	5,160.82
5647	7/11/2024	WildRock PR & Marketing, LLC	WQ - Lead Service Inventory	4,876.00
5683	7/25/2024	Timber Line Electric & Control	Telemetry Expenses	4,507.90
5662	7/25/2024	CR LAND SERVICES, LLC	Capital Cost-District-Northeast Transmission Line	4,213.92
11966	7/10/2024	VS Concrete Services	Sys Repairs	3,950.00
5633	7/11/2024	INFOSEND INC	Service Contracts	3,856.48
5630	7/11/2024	Employers Council	Membership Dues	3,800.00

Check Number	Check Issue Date	Payee	Description	Amount
5679	7/25/2024	Resource Central	Water Conservation	3,526.00
5636	7/11/2024	Loveland Barricade	Sys Repairs	3,419.00
11964	7/10/2024	Starr & Westbrook PC	Office Expenses	3,216.00
11957	7/10/2024	Lindsay Precast Inc - Colorado	Meter Mtn and Repair	2,995.00
11986	7/24/2024	Rod Schleiger	Dry Creek Reservoir Maint	2,800.00
5676	7/25/2024	Northern Co Water Cons Dist	Purchased Water Expenses	2,358.40
5648	7/11/2024	Poudre Valley REA	Operations - Utilities	2,244.62
11989	7/24/2024	VS Concrete Services	Fire Systems(Hydrants)Exp	1,900.00
11985	7/24/2024	ORANGEMAN DEVELOPMENT LLC	Fire Hyd Meter Deposits	1,672.17
11971	7/24/2024	DISCOUNT TIRE	Vehicle Expenses	1,544.72
5618	7/2/2024	Verizon Wireless	Communication Expenses	1,455.85
11952	7/10/2024	City of Fort Collins	Dry Creek Reservoir Expenses	1,440.00
5644	7/11/2024	UNCC	Locate Expenses	1,388.04
11954	7/10/2024	Colorado Analytical	Dry Creek Reservoir Expenses	1,376.00
5687	7/26/2024	XCEL Energy	Bldg/Grnds	1,185.95
5689	7/29/2024	COMCAST	Communication Expenses	1,170.05
5677	7/25/2024	On-Demand Concrete	Sys Repairs	1,080.21
5625	7/11/2024	Carter Lake Filter Plant	Capital Cost-Joint-7MG Tank Warranty Repairs	1,078.75
5653	7/23/2024	AT&T Mobility	Communication Expenses	1,038.81
5678	7/25/2024	PIONEER	Sys Repairs	838.53
5660	7/25/2024	Cintas Corporation #737	Bldg/Grnds	775.76
5637	7/11/2024	Loveland Ready Mix Concrete Inc.	Sys Repairs	630.18
11953	7/10/2024	City of Longmont	WQ - Monthly Sampling	630.00
5628	7/11/2024	Cintas Corporation #737	Bldg/Grnds	599.29
5688	7/29/2024	Verizon Wireless	Communication Expenses	590.29
5619	7/2/2024	Verizon Wireless	Communication Expenses	572.04
5635	7/11/2024	John Deere Financial	Uniforms Expenses	526.91
11983	7/24/2024	MEARS	Fire Hyd Meter Deposits	525.00
5654	7/24/2024	United Power Inc	Operations - Utilities	507.98
11975	7/24/2024	JORDYN SHOCKLEY	Water Conservation-Soil Amendment Rebates	500.00
5621	7/5/2024	Poudre Valley REA	Operations - Utilities	469.44
5622	7/8/2024	Verizon Wireless	Communication Expenses	411.12
5690	7/29/2024	Town of Berthoud	Bldg/Grnds	388.70
5623	7/9/2024	CenturyLink	Communication Expenses	382.00
5680	7/25/2024	Rocky Mtn Quick Lube	Vehicle Expenses	368.28
5652	7/22/2024	COMCAST	Communication Expenses	354.78
5684	7/25/2024	Tractor Supply Credit Plan	Bldg/Grnds	339.98
5670	7/25/2024	John Deere Financial	Uniforms Expenses	330.91
5661	7/25/2024	Core & Main LP	Fire Systems(Hydrants)Exp	310.56
5632	7/11/2024	Home Depot Credit Services	O & M	302.18
5640	7/11/2024	Safety Services Inc.	Safety Expenses	275.00

Check Number	Check Issue Date	Payee	Description	Amount
11988	7/24/2024	VIRGINIA FIGGINS	Water Conservation-Water Saving Plants	250.00
5627	7/11/2024	Central Weld County Water District	Purchased Water Expenses	246.28
11968	7/24/2024	BARB ANDREWS	Water Conservation-Water Saving Plants	224.00
5667	7/25/2024	INFOSEND INC	Service Contracts	223.58
5668	7/25/2024	Jax Outdoor Gear	Uniforms Expenses	218.00
5666	7/25/2024	InfoArmor, Inc.	Insurance-Property & Casualty	203.00
5673	7/25/2024	Loveland Ready Mix Concrete Inc.	Sys Repairs	194.24
11976	7/24/2024	JULIE MCCAULEY	Water Conservation-Water Saving Plants	179.17
5646	7/11/2024	Western States Land Services LLC	Aurora Dairy 12 Waterline-Passthrough	177.28
5629	7/11/2024	Eggers Electric	Sys Repairs	160.00
11974	7/24/2024	JONATHAN LECLAIR	Commitment Letter Fees	150.00
5634	7/11/2024	Jax Outdoor Gear	Uniforms Expenses	144.94
11969	7/24/2024	Berthoud Ace Hardware	O & M	132.95
5645	7/11/2024	USA Blue Book	O & M	122.95
11981	7/24/2024	LTWD Petty Cash Fund	Fire Systems(Hydrants)Exp	119.36
5638	7/11/2024	Mobile Lab USA LLC	Safety Expenses	118.00
5624	7/11/2024	B-Town Automotive	Vehicle Expenses	111.82
5657	7/25/2024	B-Town Automotive	Vehicle Expenses	111.82
11961	7/10/2024	Prairie Mountain Media	Office Expenses	110.20
11979	7/24/2024	Larimer County Engineering Dept.	Permit Expenses	100.00
11958	7/10/2024	Longs Peak Water District	Purchased Water Expenses	98.16
5656	7/25/2024	Bomgaars Supply	Uniforms Expenses	88.93
11950	7/10/2024	BAYSORE & CHRISTIAN FIDUCIARY	Customer Refund Overpayments	86.00
11982	7/24/2024	Mac Equipment Inc	Storage Tank Maintenance	76.93
11977	7/24/2024	KRISTOPHER AND BRIANNE CROWN	Water Conservation-Smart Irrigation Controllers	75.00
11962	7/10/2024	S & S Sanitation	Bldg/Grnds	72.56
5675	7/25/2024	Napa Auto Parts	Vehicle Expenses	71.98
5625	7/11/2024	Carter Lake Filter Plant	Capital Cost-Joint-5MG Tank Painting	70.00
5664	7/25/2024	Home Depot Credit Services	O & M	66.36
5643	7/11/2024	Tractor Supply Credit Plan	O & M	59.99
11955	7/10/2024	Consolidated Home Supply Ditch	Capital Cost-District-Loveland/Campion Conversion	56.00
11951	7/10/2024	Berthoud Ace Hardware	O & M	52.52
5674	7/25/2024	Mobile Lab USA LLC	Safety Expenses	49.00
11959	7/10/2024	LTWD Petty Cash Fund	Office Expenses	39.45
11960	7/10/2024	MI Sports	Uniforms Expenses	37.50
5691	7/31/2024	City of Loveland Water & Power	Purchased Water Expenses	36.93
5686	7/25/2024	City of Loveland Water & Power	Purchased Water Expenses	33.31
11956	7/10/2024	Larimer County Clerk & Recorder	Office Expenses	33.00
5682	7/25/2024	Sam's Club	Office Expenses	30.74
11984	7/24/2024	MI Sports	Uniforms Expenses	30.00
5650	7/17/2024	XCEL Energy	Operations - Utilities	29.28

Check Number	Check Issue Date	Payee	Description	Amount
5681	7/25/2024	Sam's Club	Office Expenses	21.28
5649	7/15/2024	XCEL Energy	Operations - Utilities	17.36
5651	7/17/2024	XCEL Energy	Operations - Utilities	15.22
11978	7/24/2024	Larimer County Clerk & Recorder	Office Expenses	13.00
11980	7/24/2024	LEIF HANSEN	Customer Refund Overpayments	11.38
Total Operations				\$ 805,617.98

Payroll

Check No	Check Date	Payee	Description	Amount
2502	7/1/2024	EFTPS	Federal Withholding Tax Pay Period: 6/30/2024	26,922.18
2503	7/1/2024	CDOR	CO State Withholding Tax Pay Period: 6/30/2024	3,875.00
2504	7/1/2024	COLONIAL LIFE INSURANCE	COLONIAL LIFE Pay Period: 6/30/2024	241.58
2505	7/1/2024	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 6/30/2024	12,717.04
2506	7/1/2024	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 6/30/2024	8,476.35
2507	7/1/2024	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 6/30/2024	1,881.42
2508	7/15/2024	EFTPS	Federal Withholding Tax Pay Period: 7/14/2024	27,079.28
2509	7/15/2024	CDOR	CO State Withholding Tax Pay Period: 7/14/2024	3,848.00
2510	7/15/2024	CEBT	Insurance CEBT Pay Period: 7/14/2024	43,654.94
2511	7/15/2024	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 7/14/2024	12,778.48
2512	7/15/2024	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 7/14/2024	8,290.45
2513	7/15/2024	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 7/14/2024	1,881.42
2514	7/29/2024	EFTPS	Federal Withholding Tax Pay Period: 7/28/2024	28,158.12
2515	7/29/2024	CDOR	CO State Withholding Tax Pay Period: 7/28/2024	4,015.00
2516	7/29/2024	COLONIAL LIFE INSURANCE	Voluntary Life COLONIAL LIFE PRE TAX Pay Period: 7/28/2024	241.58
2517	7/29/2024	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 7/28/2024	13,165.18
2518	7/29/2024	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 7/28/2024	8,355.56
2519	7/29/2024	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 7/28/2024	1,881.42
13761-13792	7/3/2024	Direct Deposit	Pay Period Ending 6/30/2024	69,181.94
13793	7/3/2024	Szmyd, William R	June Board Meeting	105.62
13794	7/3/2024	Martens, Edward M	June Board Meeting	108.70
13795	7/3/2024	Brandt, Larry R	June Board Meeting	111.78
13796	7/3/2024	Brandenburg, Steven T	June Board Meeting	104.66
13797	7/3/2024	McMurtrey, Emily J	June Board Meeting	102.27
13798	7/3/2024	Walker, James J	June Board Meeting	112.32
13799	7/3/2024	Heiland, Ryan M	June Board Meeting	99.59
13800-13831	7/17/2024	Direct Deposit	Pay Period Ending 7/14/2024	68,492.69
13832-13865	7/31/2024	Direct Deposit	Pay Period Ending 7/28/2024	72,139.52
13866	7/31/2024	Szmyd, William R	July Board Meeting	105.62

Check Number	Check Issue Date	Payee	Description	Amount
13867	7/31/2024	Martens, Edward M	July Board Meeting	108.70
13868	7/31/2024	Brandt, Larry R	July Board Meeting	111.78
13869	7/31/2024	Brandenburg, Steven T	July Board Meeting	104.66
13870	7/31/2024	McMurtrey, Emily J	July Board Meeting	102.27
13871	7/31/2024	Walker, James J	July Board Meeting	112.32
13872	7/31/2024	Heiland, Ryan M	July Board Meeting	99.59
Total Payroll				\$ 418,767.03
Total Cash Disbursements				\$ 1,224,385.01

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

Subject:

Discussion of the Financial Reports

Staff Recommendation:

Staff recommend acceptance of the July Financial Reports.

Discussion:

OPERATING FUND:

Operating Revenue – We have collected 8,740,454, which is \$496,531 more than the Budget.

Operating Expenses – We have spent \$8,827,055 which is \$499,277 less than the Budget.

Operating Gain (Loss) – We have an operating loss of 86,601 which is \$995,808 less than the Budget.

NON-OPERATING FUND:

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

Capital Costs – District	Actual YTD	YTD budget	Annual Budget
County Rd Improvements	\$ 0	\$ 131,250	\$ 225,000
Service Connection Expense	201,130	\$ 140,063	240,108
Telemetry Improvements	15,099	116,662	200,000
Small Line Abandonment	0	58,335	100,000
Northeast Transmission Line	252,256	1,506,948	2,583,333
5MG Twin Mounds Tank Coating	9,982	0	0
Loveland / Campion Conversion	1,185,044	2,628,000	2,628,000
54 Bridge-Waterline Relocation	730,921	0	0
Dry Creek Feasibility	62,000	70,000	70,000
Twin Mounds Passive Mixing Sys	0	249,700	249,700
3rd and Welker Waterline Replace	53,436	400,000	400,000
Botterill-LTWD System Modification	0	48,070	48,070
Twin Mounds Exterior Cathodic	500	87,000	87,000
Water Efficiency / Water Loss	0	500,000	500,000
30-inch Barefoot Line-Reimbursement	0	310,000	310,000
Foster Ridge Potholing	126,192	0	0
Buckhorn Tank Mixing System Study	34,700	45,000	45,000
Security Lighting and Cameras at Tank Sites	0	17,600	17,600
Total Capital Projects	\$ 2,671,260	\$ 6,308,628	\$ 7,703,811

Vehicle Replacement Program	52,198	383,000	383,000
Furn and Equip Replacement	0	20,420	35,000
Miscellaneous Equipment	0	7,500	7,500
Office Upgrade-Eng/Ops	0	175,000	175,000
Total Vehicles and Equipment	\$ 52,198	\$ 585,920	\$ 600,500
Water Rights - CBT	0	0	0
Water Rights - Other	0	0	0
Water Resources Gen Eng	49,918	600,000	600,000
Water Resources Gen Legal	9,570	145,831	249,996
H2 Infrastructure Construction	131,132	291,662	875,000
Raw Water Infrastructure	99,655	250,000	250,000
2nd Use Infrastructure Study	0	60,000	120,000
Total Water Rights	\$ 290,275	\$ 1,347,493	\$ 2,094,996
Total Capital Costs – District	\$ 3,013,733	\$ 8,242,041	\$ 10,399,307

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

Capital Costs - Joint	Actual YTD	YTD Budget	Annual Budget
CLFP Membrane Replacement	\$ 240,500	\$ 300,000	\$ 300,000
Dry Creek-Joint Cost-Monitoring Sys	\$ 826	\$ 350	\$ 350
Dry Creek-Pump Station	\$ 162,628	\$ 250,000	\$ 250,000
CLFP 7M-G Water Tank	\$ 8,948	\$ 0	\$ 0
CLFP Vehicles and Equipment	96,958	\$ 75,000	\$ 75,000
Pretreatment Design	552,376	500,000	500,000
Pretreatment Construction	1,120,263	2,500,000	2,500,000
5M-G Steel Tank Painting	8,415	0	0
New Storage Building at Dry Creek	0	61,000	61,000
New Boat Motor and Trailer	0	7,500	7,500
Upgrade Boat Ramp at Dry Creek	0	15,000	15,000
Filter Rehabilitation (South)	0	55,000	55,000
Unspecified place Holder	0	137,500	137,500
Scada Migration Upgrade	39,115	0	0
Total Capital Projects	\$ 2,230,029	\$ 3,901,350	\$ 3,901,350

Non-Operating Revenue – We have collected 5,890,726, which is \$681,536 more than the Budget.

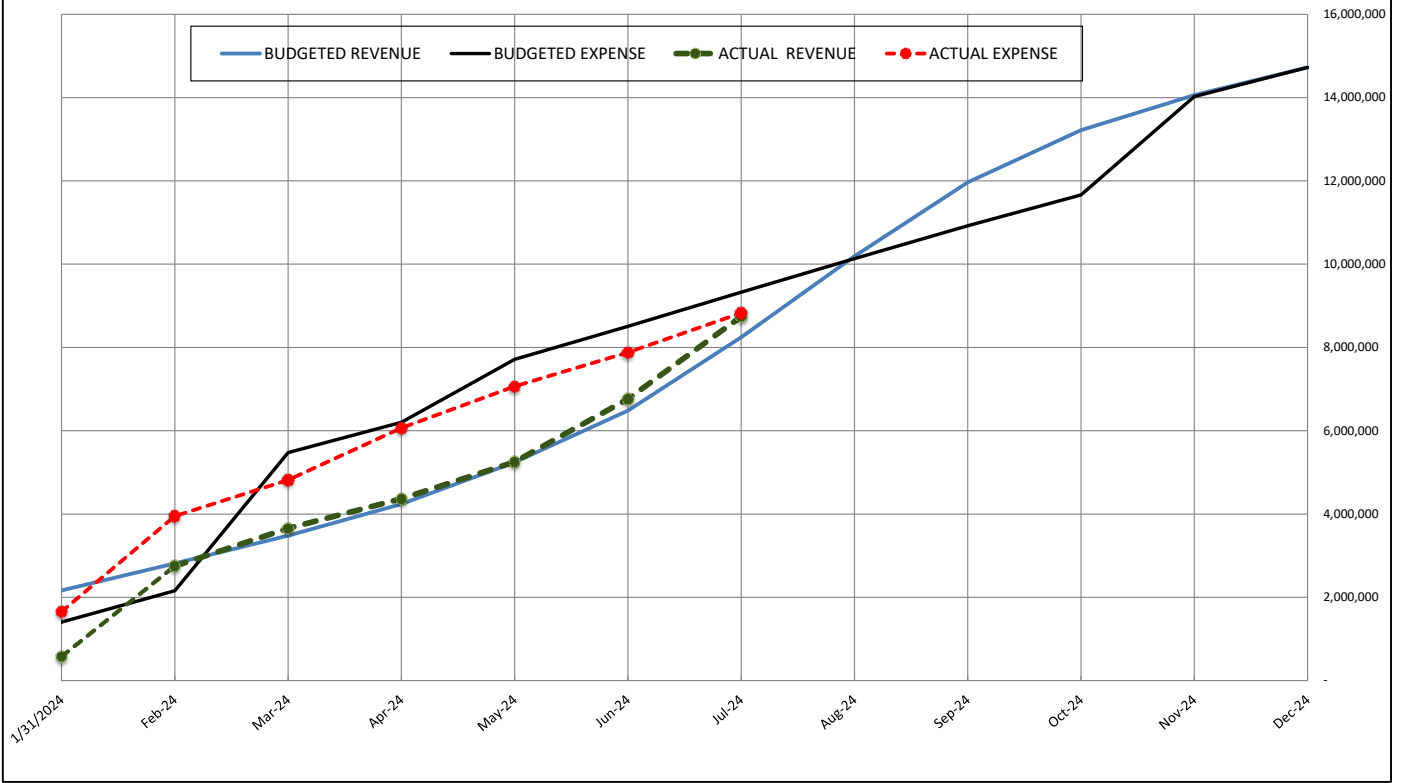
Non-Operating Expenses - District – We have spent \$3,013,733 which is 5,228,308 less than the Budget.

Non-Operating Expenses - Joint – We have spent \$2,230,029 which is \$1,671,321 less than the Budget.

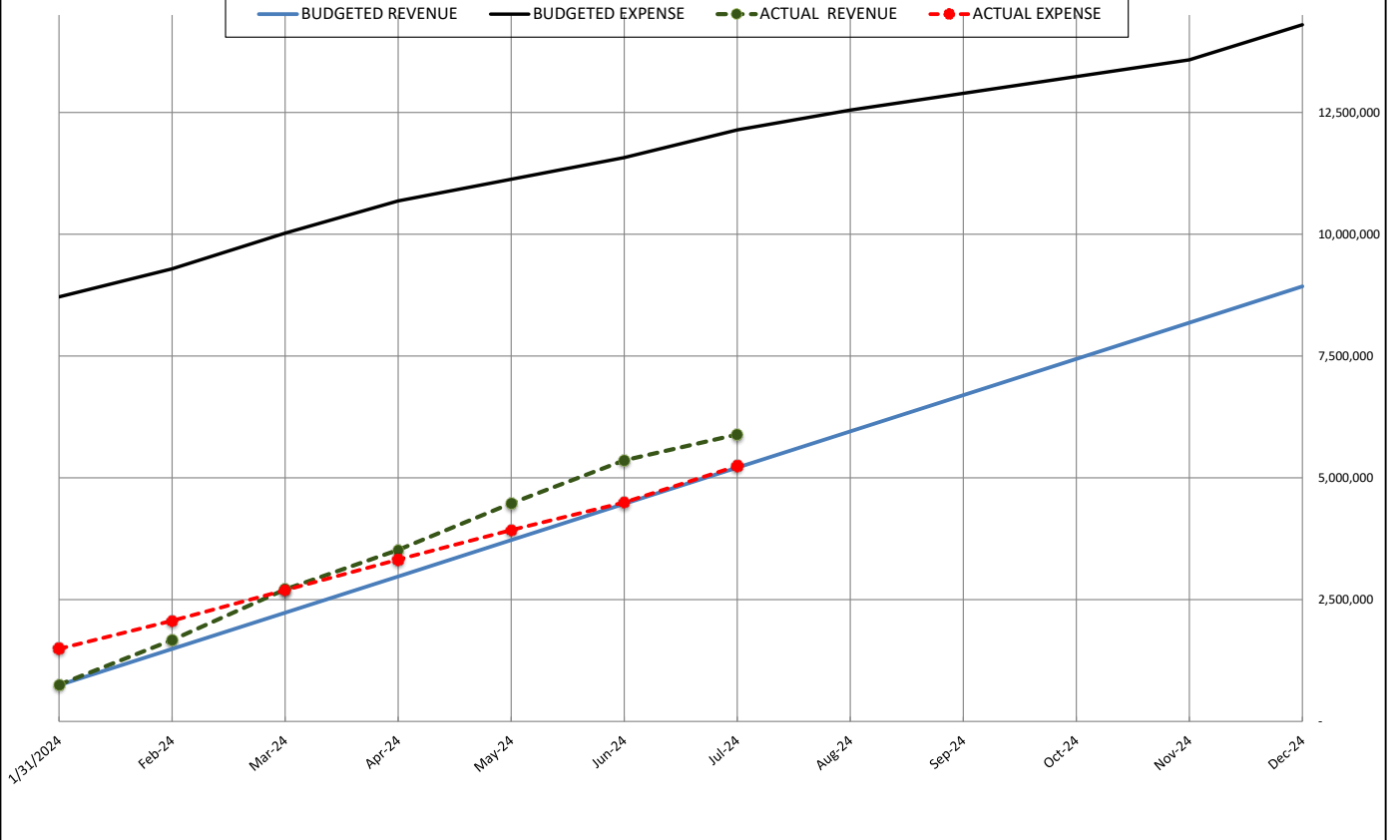
Non-Operating Gain (Loss) – We have a Non-Operating gain of \$646,964 which is \$7,581,165 more than Budget.

	Actual	Budget	Budget / Actual Comparison	Approved Budget
Operating Gain (Loss)	-86,601	-1,082,409	995,808	898
Non-Operating Gain (Loss)	646,964	-6,934,201	7,581,165	-5,370,630
Total Gain (Loss)	\$ 560,363	\$ -8,016,610	\$ 8,576,973	\$ -5,369,733

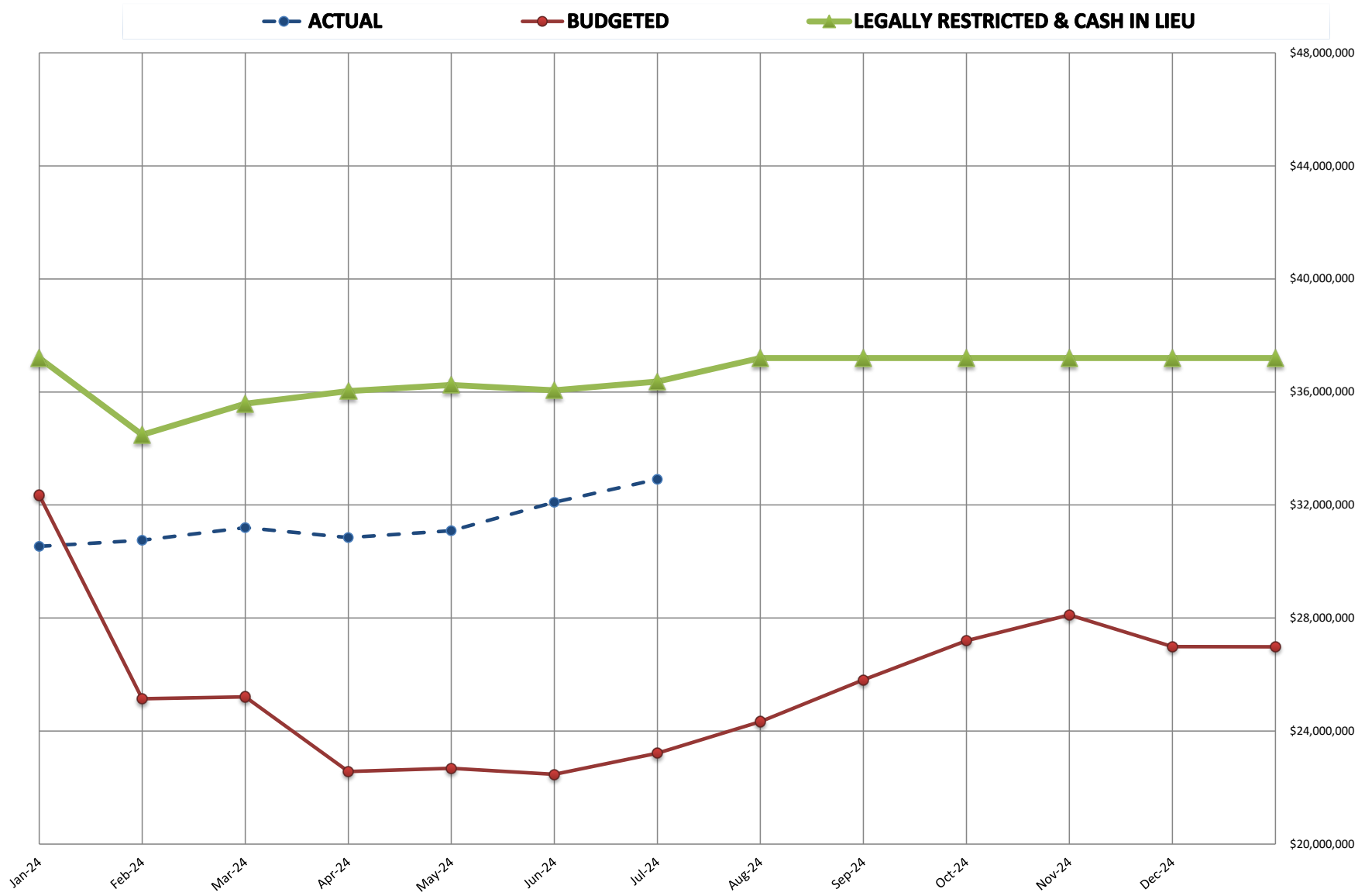
2024 OPERATING REVENUE & EXPENSE CUMULATIVE



2024 NON OPERATING REVENUE & EXPENSE CUMULATIVE



LITTLE THOMPSON WATER DISTRICT 2024 WORKING CAPITAL GRAPHICAL COMPARISON



LITTLE THOMPSON WATER DISTRICT

BALANCE SHEET

July 31, 2024

	Prior Month	YTD 2024	Actual 2023
CURRENT ASSETS			
Board Designated Reserves	\$ 21,370,107	\$ 21,336,775	\$ 21,589,045
Cash on Hand	\$ 14,188,967	\$ 14,694,976	\$ 15,614,324
Cash In Lieu	\$ 812,000	\$ 1,168,700	\$ 0
Total Cash & Cash Equivalents	\$ 36,371,074	\$ 37,200,451	\$ 37,203,369
ACCOUNTS RECEIVABLE			
A/R - Water Revenue	\$ 1,772,816	\$ 2,215,217	\$ 1,095,832
A/R - Misc Revenue	\$ -187,897	\$ -199,462	\$ -55,832
Accrued Int Receivable	\$ 12,712	\$ 45,101	\$ 1,959
Projects Passthrough Projects	\$ 47,953	\$ 34,088	\$ -17,251
Total Accounts Receivable	\$ 1,645,584	\$ 2,094,944	\$ 1,024,708
OTHER ASSETS			
Inventory	\$ 349,396	\$ 370,195	\$ 443,148
Prepaid Expenses	\$ 47,905	\$ 47,905	\$ 48,005
Total Other Assets	\$ 397,301	\$ 418,100	\$ 491,154
CAPITAL ASSETS			
Filter Plant - Joint Venture	\$ 3,023,129	\$ 3,023,129	\$ 3,023,129
Dry Creek Reservoir Dam	\$ 7,442,974	\$ 7,442,974	\$ 7,442,974
Land - Dry Creek Reservoir	\$ 6,529,389	\$ 6,529,389	\$ 6,508,922
Distribution System	\$ 85,864,150	\$ 85,864,150	\$ 80,409,297
Land & Easements	\$ 3,597,185	\$ 3,597,185	\$ 2,931,355
CLFP - Depreciable Asset	\$ 11,247,664	\$ 11,247,664	\$ 11,197,297
Vehicles, Field & Office Equipment	\$ 3,651,703	\$ 3,651,703	\$ 3,240,384
Construction in Progress	\$ 13,498,801	\$ 13,498,801	\$ 14,197,810
Accumulated Depreciation	\$ -40,508,545	\$ -40,508,545	\$ -40,508,545
Water Rights	\$ 122,777,679	\$ 122,777,679	\$ 108,692,679
Total Capital Assets	\$ 217,124,129	\$ 217,124,129	\$ 197,135,302
Total Assets	\$ 255,538,088	\$ 256,837,624	\$ 235,854,533
CURRENT LIABILITIES			
A/P - Supplies	\$ 2,488,980	\$ 3,093,078	\$ 2,456,075
Wages Payable	\$ 493,611	\$ 375,985	\$ 579,087
Bond/Loan Interest Payable	\$ 84,577	\$ 84,577	\$ 84,577
Current Portion Long Term Debt	\$ (0)	\$ (0)	\$ 1,321,127
Current Liabilities	\$ 3,067,167	\$ 3,553,639	\$ 4,440,865
LONG TERM LIABILITIES			
Bonds & Notes Payable	\$ 25,290,947	\$ 25,290,947	\$ 25,290,947
Unamortized Premiums - Discounts	\$ 4,193,992	\$ 4,193,992	\$ -3,947,746
Total Long Term Liabilities	\$ 29,484,938	\$ 29,484,938	\$ 29,238,692
Total Liabilities	\$ 32,552,105	\$ 33,038,577	\$ 33,679,557
NET ASSETS			
NET ASSETS	\$ 223,238,683	\$ 223,238,683	\$ 207,275,590
Net Revenue Over Expenses	\$ -252,701	\$ 560,363	\$ -5,100,615
Total Equity	\$ 222,985,982	\$ 223,799,046	\$ 202,174,976
TOTAL LIABILITIES AND EQUITY	\$ 255,538,088	\$ 256,837,624	\$ 235,854,532

**LITTLE THOMPSON WATER DISTRICT
INCOME AND EXPENSE SUMMARY
FOR MONTH ENDING July 31, 2024**

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2024 YTD Actual	2024 YTD Budget	YTD Comp Bud/Act	2024 Adopted Budget
OPERATING REVENUE							
Water Revenue Base Fee	363,248	356,475	6,773	2,505,291	2,488,180	17,111	4,285,015
Water Revenue Tier I	490,626	194,190	296,436	1,544,855	988,455	556,400	1,781,365
Water Revenue Tier II	399,053	306,575	92,478	990,772	1,057,125	-66,353	2,342,720
Water Revenue Tier III	288,653	325,725	-37,072	592,192	707,275	-115,083	1,612,125
Water Revenue Tier IV	194,291	367,045	-172,754	599,144	863,225	-264,081	1,688,675
Water Revenue Tier V	155,315	96,755	58,560	302,938	287,790	15,148	746,030
Water Surcharge	2,887	1,000	1,887	4,044	1,250	2,794	85,250
Water Revenue Wholesale	71,499	65,500	5,999	213,435	164,965	48,470	340,515
Water Revenue Rental	795	0	795	60,679	42,000	18,679	42,000
Bulk Water Revenue	5,818	40,000	-34,182	100,222	81,500	18,722	212,500
Other Revenue	5,685	5,840	-155	38,835	36,380	2,455	63,080
Windy Gap Firming Passthrough	0	0	0	1,788,048	1,525,778	262,270	1,525,778
Total Operating Revenue	1,977,871	1,759,105	218,766	8,740,454	8,243,923	496,531	14,725,053
OPERATING EXPENSES							
Water Treatment	192,200	198,370	-6,170	1,080,977	1,122,032	-41,055	1,958,258
System Maintenance	327,693	99,050	228,643	1,023,067	681,950	341,117	1,143,900
Administration and General	91,325	79,442	11,883	709,313	686,551	22,762	1,033,937
Engineering	35,724	35,300	424	122,795	374,950	-252,155	433,275
Assessments	2,429	1,000	1,429	2,610,987	2,690,254	-79,267	2,695,254
Joint Operations	4,521	6,950	-2,429	18,725	189,150	-170,425	223,900
St Vrain Authority Operations	0	7,500	-7,500	59,544	62,500	-2,956	100,000
Wages & Benefits	294,018	389,360	-95,342	2,531,649	2,848,945	-317,296	4,799,581
Bond & Loan Payments	0	0	0	670,000	670,000	0	2,336,051
Total Operating Expenses	947,909	816,972	130,937	8,827,055	9,326,332	-499,277	14,724,156
Operating Gain(Loss)	1,029,962	942,133	87,829	-86,601	-1,082,409	995,808	897
NON OPERATING REVENUE							
Plant Investment Fees	250,500	230,921	19,579	3,608,000	1,616,447	1,991,553	2,771,050
Cash in Lieu of Water Rights	159,500	43,750	115,750	1,019,700	306,250	713,450	525,000
NonRes Cash in Lieu of Water	0	392,500	-392,500	149,000	2,747,500	-2,598,500	4,710,000
Water Resource Fee	17,000	12,917	4,083	214,500	90,419	124,081	155,000
Tap Installation Revenue	15,200	19,708	-4,508	149,380	137,956	11,424	236,500
Interest Income	0	0	0	0	0	0	300,000
Native Water Dedication Fee	66,316	25,000	41,316	442,520	175,000	267,520	15,300
Gain (Loss) Sale of Asset	0	1,275	-1,275	0	8,925	-8,925	0
Contrib Water Court	0	0	0	29,108	0	29,108	0
Capital Investment/Impact Fee	0	0	0	8,460	0	8,460	0
Passthrough Revenue	0	0	0	0	0	0	0
Other Fees	21,123	18,099	3,024	270,059	126,693	143,366	217,181
Windy Gap Firming Project	0	0	0	0	0	0	0
Windy Gap Firming Assessments	0	0	0	0	0	0	0
Total Non Operating Revenue	529,639	744,170	-214,531	5,890,726	5,209,190	681,536	8,930,031
NON OPERATING EXPENSES							
Capital Improvements - District	54,044	279,039	-224,995	2,671,260	6,308,628	-3,637,368	7,703,811
Vehicles & Equipments Costs	0	2,916	-2,916	52,198	585,920	-533,722	600,500
Water Right Purchases	0	0	0	0	0	0	0
Water Rights - Windy Gap	0	0	0	0	0	0	0
Water Rights Adjudication	23,442	287,499	-264,057	290,275	1,347,493	-1,057,218	2,095,000
St Vrain Authority Treatment	0	0	0	0	0	0	0
Total Capital Costs - District	77,486	569,454	-491,968	3,013,733	8,242,041	-5,228,308	10,399,311
Capital Improvements - Joint	669,051	0	669,051	2,230,029	3,901,350	-1,671,321	3,901,350
Total Non Operating Expenses	746,537	569,454	177,083	5,243,762	12,143,391	-6,899,629	14,300,661
Non Operating Gain(Loss)	-216,898	174,716	-391,614	646,964	-6,934,201	7,581,165	-5,370,630
Net Revenue Over Expenses	813,064	1,116,849	-303,785	560,363	-8,016,610	8,576,973	-5,369,733

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 6.1 Non-Potable System for Water Resources

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

Subject: Non-Potable System Update: Highland Ditch

Staff Recommendation: Information Only

As part of the Raw Water Master Plan, staff is exploring potential programs that can provide additional water supplies to meet future demands.

The Highland Ditch company serves farms around Mead, which is the District's fastest growing area. The ditch water could be used to serve all, or a part of the outdoor irrigation demands for new subdivisions. Using the Highland ditch water for outdoor irrigation will provide a significant new supply and, as importantly, reduce future water treatment demands.

Todd Williams of Williams and Weiss Consulting, LLC (WWC) is evaluating the potential of using Highland ditch water and will present his findings.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 6.2 2024 Budget Schedule and Objectives

Staff: Angela Diekhoff-Business Manager & Amber Kauffman-District Manager

Subject: Review of 2025 Budget Schedule and Objectives

Staff Recommendation: This item is for general discussion; no formal action is requested.

Discussion:

Schedule: As we have surpassed the mid-year of 2024, it is time to plan for the 2025 Budget. This schedule has been used to allow the Board time to digest the major components of the budget and allow staff time to work on the details of the budget.

August 15 - Discussion of budget objectives and general directions from the Board.

September 19 - Presentation of proposed Capital expenditures and projects.

October 17 - Presentation of the proposed budget

November 21 - Scheduled public hearing on the budget, 30-day notice required.

December 12 - Adoption of the 2025 Budget (required by December 15, 2024).

Budget Objectives: The following budget objectives are suggested as a starting point for the 2025 budget. They are intended to stimulate discussion and suggestions from the Board.

- Projected tap sales at 264 tap sales for 2025.
- Overall retail rate increases for base rate, tiers and wholesale rates; we are proposing 10 percent.
 - ❖ CPI¹ 2024 = 3 percent - published data may adjust before end of September, we will adapt accordingly.
 - ❖ Projected Growth to be at 2.5 percent.
- Employee Costs:
 - ❖ Three new employee positions, pending workload in each department.
 - Finance Assistant.
 - Development Coordinator.
 - Water Resources Technician.
 - ❖ The Employment Cost Index (ECI) for the last 12 months has averaged for Public Sector 4.8 percent and Private 5.2 percent.
 - ❖ Our recommendation is to budget a 12.0 percent increase for Employee Costs to include cost of living adjustments, merit adjustments and three new staff.
- Discussion for Standard Tap:
 - ❖ Implementation of the water allotment in 2025; and
 - ❖ Evaluate top tier rates for the standard tap:
 - keep current tier rates and add the allotment surcharge, or
 - lower tier rates and add the surcharge.
- Expand water loss reduction program.
- Continue to fund work on native water change of use cases (water court).

- Significant CLFP joint capital projects (pretreatment construction).
- Significant Capital Expenses for native water projects and bond funded projects.
- Other input from the Board.

Discussion and your input will help District staff to present a budget for review and approval that meets the needs of the District and is aligned with your policies and direction.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 6.3 Carter Lake Filter Plant

Staff: Amber Kauffman, District Manager

Subject: Carter Lake Filter Plant (CLFP)

Staff Recommendation: Informational Only

Discussion:

The August CLFP board packet was not received in advance of the issuance of this board packet. As soon as the CLFP board packet is received it will be forwarded to the LTWD board for review. A summary of the CLFP board discussions will be provided at the LTWD board meeting.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 6.4

Staff: Amber Kauffman, District Manager

Subject: St. Vrain Water Authority (SVWA)

Staff Recommendation: Informational only

Discussion:

The August SVWA board packet was not received prior to the production of this board packet. The packet will be forwarded as soon as it is received and a summary of the August 12 SVWA board meeting discussed at the LTWD board meeting.

Agenda Item Summary

Little Thompson Water District

Date: July 18, 2024

Item: 6.5 Public Hearing Action Item

Staff: Judy O'Malley, Administrative Assistant

Subject: LTWD Larimer County Exclusions – Resolution 2024-21

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.

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

RESOLUTION 2024-21

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: Charlie DiGiglio IV and Amanda Faye DiGiglio
Parcel Number: 9528229015
Property Address: 3704 Leopard St, Loveland, CO 80537
Legal Description: LOT 15, BLOCK 4, BLACKBIRD KNOLLS 2ND SUBDIVISION LOV
(2001103788), 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 August 15, 2024."

President

Attest: _____
Secretary

[SEAL]

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 6.6

Staff: Amber Kauffman, District Manager

Subject: Windy Gap Completion C&E

Staff Recommendation: For Discussion and Direction for Payment Options

Discussion:

The Municipal Subdistrict of Northern Colorado Water Conservancy District (Northern) has requested additional financing in the amount of \$3,538,181.00 for the completion of the Windy Gap Firming Project through the allotment contract's Completion C&E provision. The requested amount is for dollars required for the firming project's construction to be complete, including any environmental mitigation that is required on the Western Slope. The payment requested from Little Thompson is funded by Barefoot/Brookfield. Northern has requested that participants in the firming project notify Northern if they would like to participate in the funding by adding to their loan amount or providing cash. Brookfield has decided to pay Little Thompson up front in cash rather than financing the contribution.

Little Thompson will need to provide notice to Northern of the decision to either finance the requested contribution or providing cash. The invoices that Northern sends us annually will break out the Completion C&E payment amount if Little Thompson decides to pay by loan. The interest rate on the loan is 2.08% which amounts to nearly \$1.36 Million.

There is potential upside to keeping the cash and taking the loan option. Current interest rates are higher than the loan rate and we could use some cash buffer for the next couple years.

The downside is that it adds additional annual payments that the District is responsible for in the amount of approximately \$177,000 and in the big picture, the \$3.5 million is relatively small in the amount of financing we may be after in the next couple years.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 7.1 District Manager's Report

Staff: Amber Kauffman, District Manager

Subject: Manager's Report

Staff Recommendation: Informational Only

Discussion: The following is a summary of activities and happenings in the District over the past month.

District Activities:

NoCo Water Alliance

In preparation for the NoCO Water Alliance meeting on July 19, which Amanda attended, members were provided with three examples of Intergovernmental Agreements (IGAs) focused on protecting native waters from leaving the basin. The examples included:

1. A high-level preservation principles document aimed at protecting water within a basin.
2. An IGA between two entities detailing specific provisions and stipulations.
3. A planning board formed between towns and counties to use policy in influencing water movement out of the basin.

After a group discussion of all three IGAs it was decided to move forward with creating a preservation principles document among Alliance members. The group felt that this approach would demonstrate a united front and be general enough to gain support in our various jurisdictions. The next step is to gather input from the group on the goals and principles we want to be included in the document.

South Platte Roundtable Open House

I will be attending the referenced open house on Tuesday August 13 in Greeley. Any important information will be shared with the board at the August 15 board meeting.

Colorado Water Congress

Amanda and I will be attending the Colorado Water Congress summer conference on August 20 through 22 in Colorado Springs.

Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 7.2 Business Manager's Report

Staff: Angela Diekhoff-Business Manager

Subject: August Board Meeting, Business Manager Report.

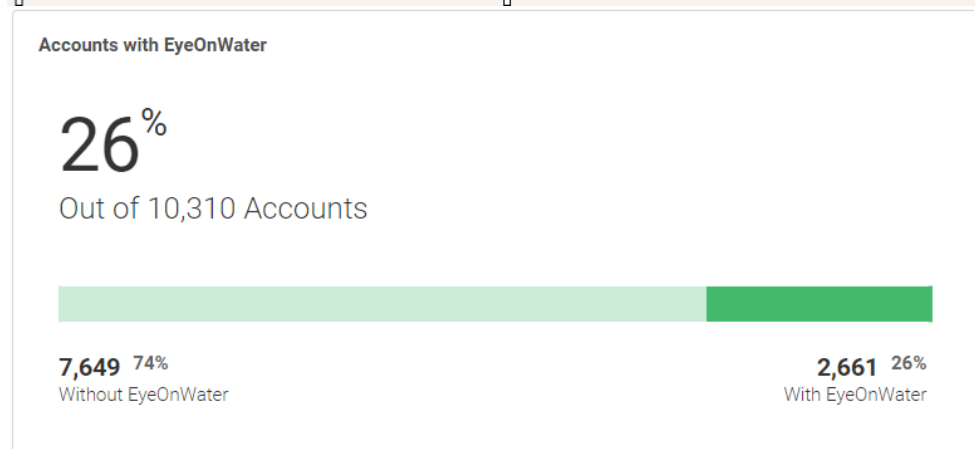
Staff Recommendation: For Information.

Discussion:

Staffing:

- New Operations Manager has been offered and accepted the offer and will start August 26.
- We have received some positive applications for Crew Leader once new Operations Manager is hired we will engage with him to be part of that hiring process.
- I have received lots of applications for the CSR position; goal is to start making calls next week and lining up interviews.
- Cody Palmer, a labor on our Backhoe Crew, just passed his Distribution 1 test and he is already starting to work towards his Distribution 2!!
- Judy just finished a ADA course and has received a certification for that!!
- I received a wonderful email from Ed regarding our backhoe crew and some work they have done in his subdivision and one of Ed's neighbors was extremely happy with them. As part of our employee engagement and safety program we have a year end drawing in place for prizes. When we receive positive feedback like employee names get extra opportunities to win!!!

Eye on Water:



Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 7.3 District Engineer Report

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

Subject: August Board Meeting, Engineering Report

Staff Recommendation: For Information Only

Discussion:

COMMITMENT TO SERVE REQUESTS: 385 new tap requests (373 Grand Meadow Development) and 0 ADU requests for July, bringing the 2024 total to 811 new and 12 ADU's. (2023 TOTAL: 76 new, 14 ADU's).

ONGOING AND 2024 CAPITAL PROJECTS	PROJECT STATUS	<u>BUDGETS</u>
*FUNDED BY BOND PROCEEDS		TOTAL / 2024 / SPENT TO DATE
*NORTHEAST TRANSMISSION LINE (#70-137-00000)	Easement acquisition continues with 3 of the remaining expected by the end of August.	\$5,400,000 / \$2,583,333 / \$815,696
*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)	Contractor is slowly completing final punch list items. Completion expected by month end.	\$3,128,000 / \$2,628,000 / \$2,452,740
COUNTY ROAD IMPROVEMENTS (#70-100-00000)	Bridge improvement coordination meetings with Larimer County have begun. The District's consultant is developing plans and estimated costs. Waterline relocation to begin after Nov. 1 st .	\$225,000 / \$225,000 / \$0
SCADA IMPROVEMENTS (#70-103-00000)	2024 upgrade projects pending.	\$200,000 / \$200,000 / \$15,099
SMALL LINE IMPROVEMENTS (#70-121-00000)	Ongoing budget item to replace various small waterlines.	\$100,000 / \$100,000 / \$0
DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)	Study complete and presented to the board at the May 2024 meeting. Project determined as not economically viable.	\$70,000 / \$70,000 / \$62,000
WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)	LTWD staff has begun the review of the new water model.	\$150,000 / \$75,000 / \$69,660
H2 AND RFO RAW WATER INFRASTRUCTURE (#73-104-41003), (#73-105-00000)	Alignment study and property owner discussions continue.	TBD / \$1,125,000 / \$320,326
2 nd USE INFRASTRUCTURE STUDY (73-106-00000)	Solicit proposals from consultants – Pending.	\$120,000 / \$120,000 / \$0
3 RD AND WELKER – MEAD (#70-147-00000)	Material delays have now pushed the construction start to late August.	\$400,000 / \$400,000 / \$93,179
BUCKHORN TANK MIXING SYSTEM STUDY (#70-146-00000)	Study is substantially complete Consultant recommendations presented to staff on June 13 and are being reviewed internally.	\$45,000 / \$45,000 / \$0
TWIN MOUNDS PASSIVE MIXING SYSTEM (#70-145-00000)	Updated TideFlex received and includes a budget reduction. Notice to proceed pending	\$249,700 / \$249,700 / \$0
TWIN MOUNDS EXTERIOR CATHODIC PROTECTION (#70-150-00000)	Contractor's PM has changed. Updated quote expected by month end.	\$87,000/ \$87,000/ \$0
WATER EFFICIENCY / WATER LOSS (70-151-00000)	Scope to be determined – pending.	\$500,000/ \$500,000 /\$0

ONGOING AND 2024 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	BUDGETS TOTAL / 2024 / SPENT TO DATE
30-INCH BAREFOOT LINE REIMBURSEMENT (#70-152-00000)	Biweekly design meetings with contractor, engineer and Brookfield continue. Construction may begin in late 2024 or early 2025.	TBD/ \$310,000/ \$0
SECURITY LIGHTING AND CAMERAS AT TANK SITES (#70-170-00000)	Test units purchased and testing pending.	\$17,600/ \$17,600/ \$0
NEW STORAGE BUILDING AT DRY CREEK (#72-131-00000)	Updated quote received and under review.	Joint Expense \$61,000 – LTWD Portion
NEW BOAT FOR DRY CREEK SAMPLING (#72-131-00000)	Boat, motor and trailer has been selected, purchase will occur once new storage building is complete	Joint Expense \$7,500 – LTWD Portion
BOTTERILL / LTWD SYSTEM MODS. (#70-149-00000)	Railroad not responsive to continued communication attempts. Legal counsel engaged for recommendations on next steps.	\$48,070 / \$48,070 / \$5,000

New Development Projects: Grand Meadow in Mead

Active Development Name	Lots / type of development	Status
Access 25 South	9 Commercial	Beginning Mead's entitlement process
Barefoot Lakes Filing 7	238 Residential	Filing 7A in construction. Filing 7B in design.
Range View Estates	75 Residential	Final acceptance issued.
Home Depot Distribution Center	Industrial / Commercial	Final acceptance issued
Horizon Hills	269 Residential (modular)	Final acceptance issued for Phase 1
Red Barn	457 Residential	Final acceptance issued for Phases A1, and A1-A
Elevation 25 (Formerly Mann Farms)	7 Commercial	Final acceptance issued Phase 1.
Gopher Gulch RV Park	145 RV spaces	Final acceptance issued.
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Mountain View Estates	4 Lot Residential	Under construction.
Hawks Ridge Subdivision	120 Residential plus commercial	Design approved. No recent activity.
Mead Place	313 Residential, Multifamily and Commercial	Design approved. Becoming active.
Waterfront	1,800 Residential plus Commercial	No recent activity
Meadow Ridge	958 Single Family Equivalent (SFE) - Residential and Commercial	In final design.
Club Carwash	1 Commercial	Initial acceptance issued.
RV Retreat	Residential (Expansion)	In design
Buffalo Highlands	1,269 Lot Residential Plus Commercial	No recent activity
Root Shoot Malting – Facility Expansion	Commercial	Phase 2 in design.
Mead Village	96 Residential	Becoming active.
Raterink Lot 2	1 Commercial	Becoming active
Grand Meadow (aka Douthit)	373 Residential	Received commitment request.
Turion - Revised	3,660 Residential plus commercial - total buildout.	No current activity.
Schulz Property	Single Industrial Lot	No recent activity
Lemmon Family Trust Conservation	45 Residential Lots	In design.
Flying J Truckstop	1 Commercial	No current activity
Pond Farm Conservation	9 Residential Lots	Final acceptance issued.
Haley Farms	400 Residential Lots plus commercial	Beginning Mead's entitlement process. Commitment letter in process.

Other:

1. Steve Holmes, our new GIS Analyst IV is making significant strides in rehabilitating our GIS system and bringing it up to current standards.
2. We're scheduled to interview a potential candidate for the Civil Engineer-1 position on 8/15. We are also investigating CSU and CU as possible sources for candidates. We will continue to pursue other options as needed.
3. The potholing contractor for the LSLI project began work on July 15 and has made excellent progress with 188 out of 314 sites complete as of 8/7.
4. I-25 Segment 5: CDOT has presented the first design for one of several areas impacting LTWD. Design is under review by staff.

Agenda Item Summary

Little Thompson Water District

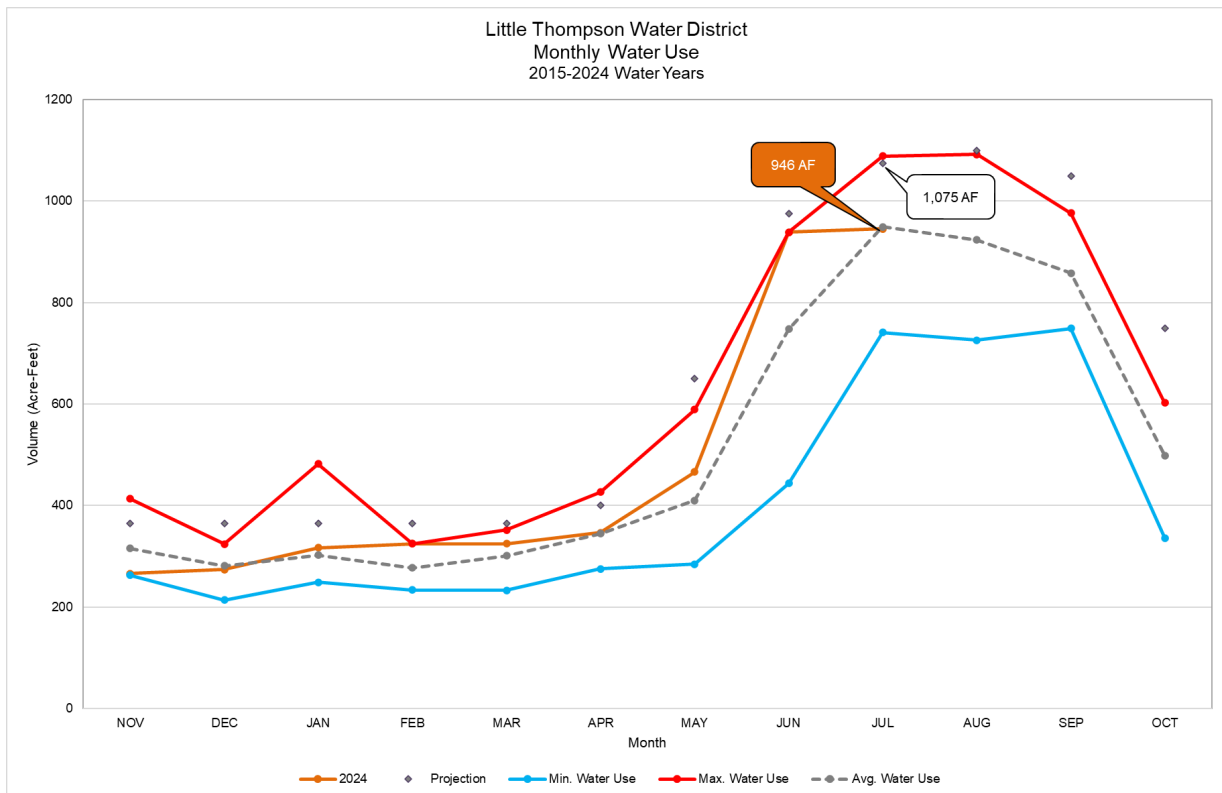
Date: August 15, 2024

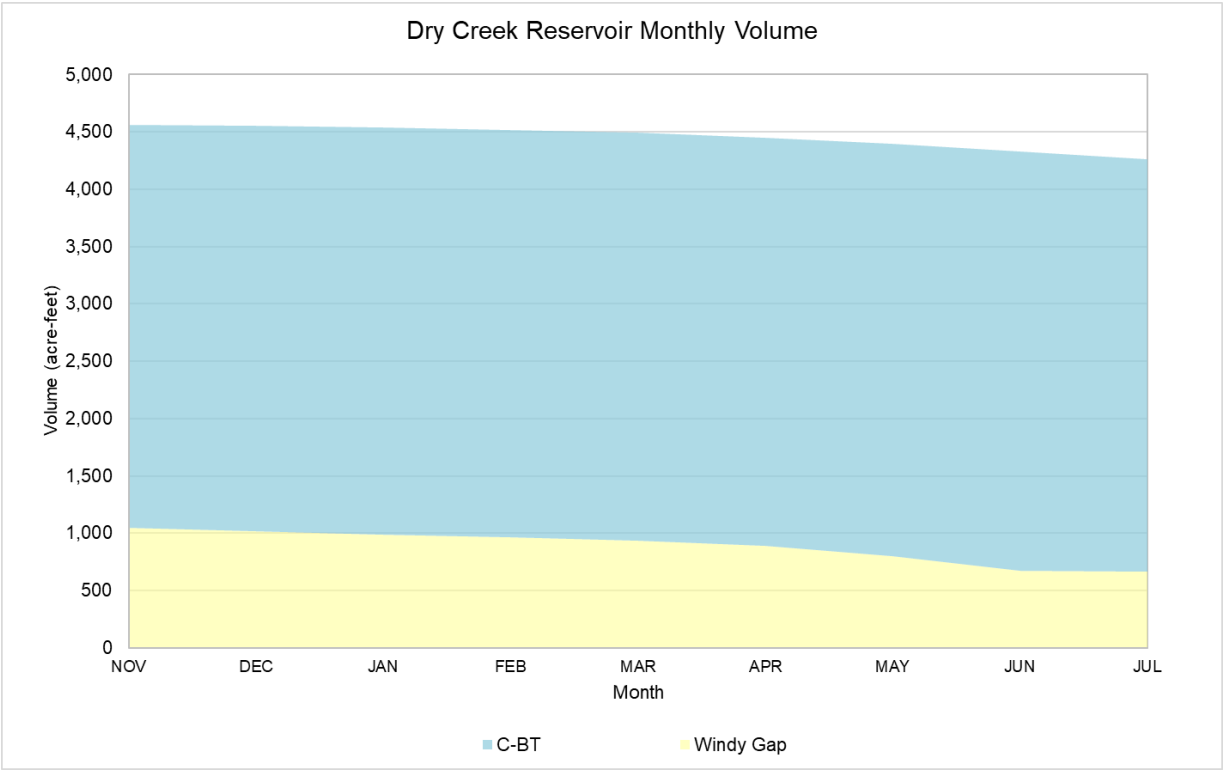
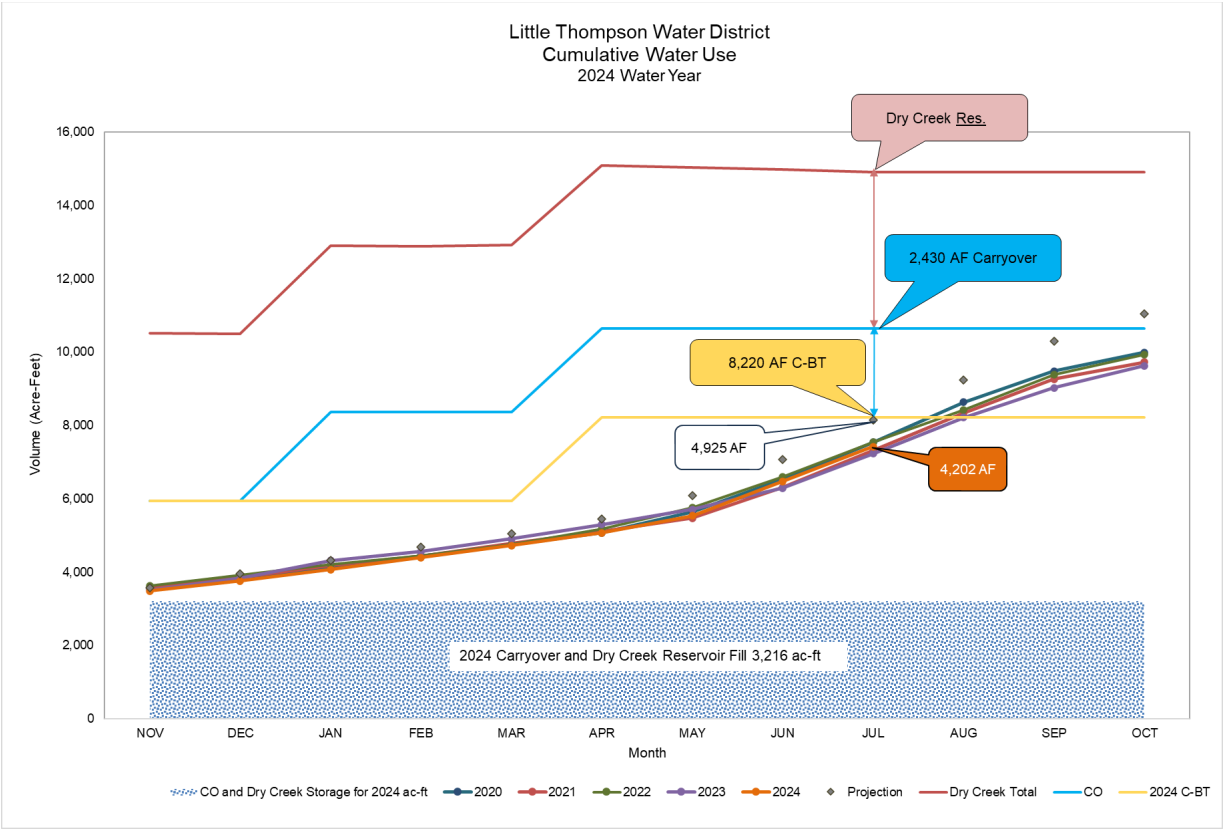
Item: 7.4 Water Resources Managers Report

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

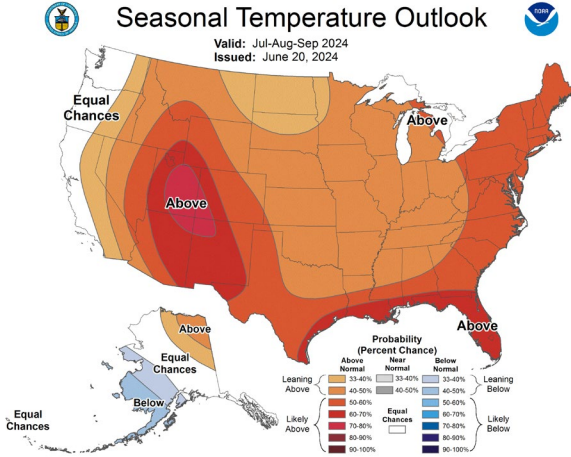
Subject: July Water Use

Staff Recommendation: Information Only

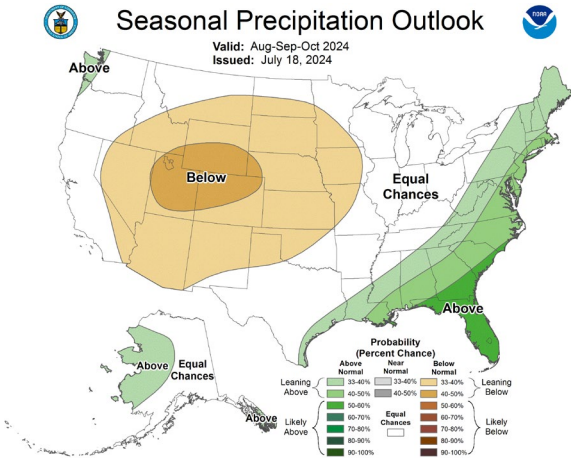
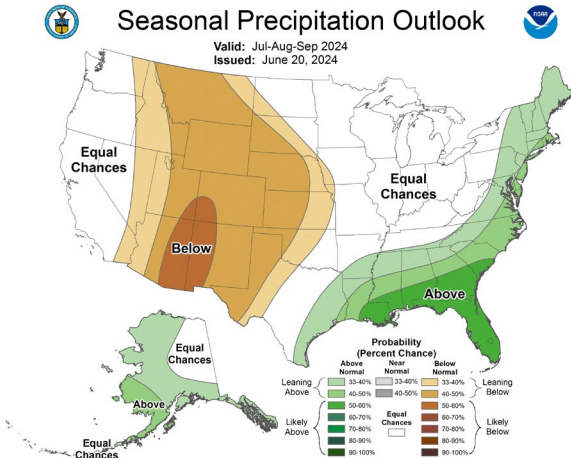
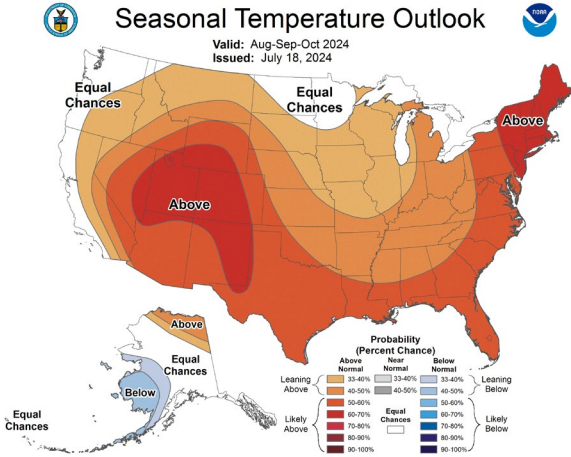


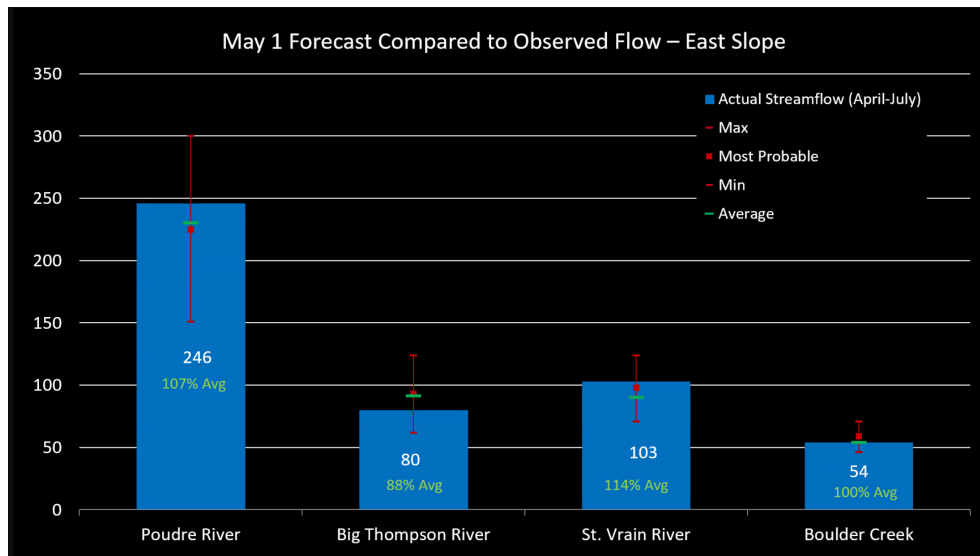
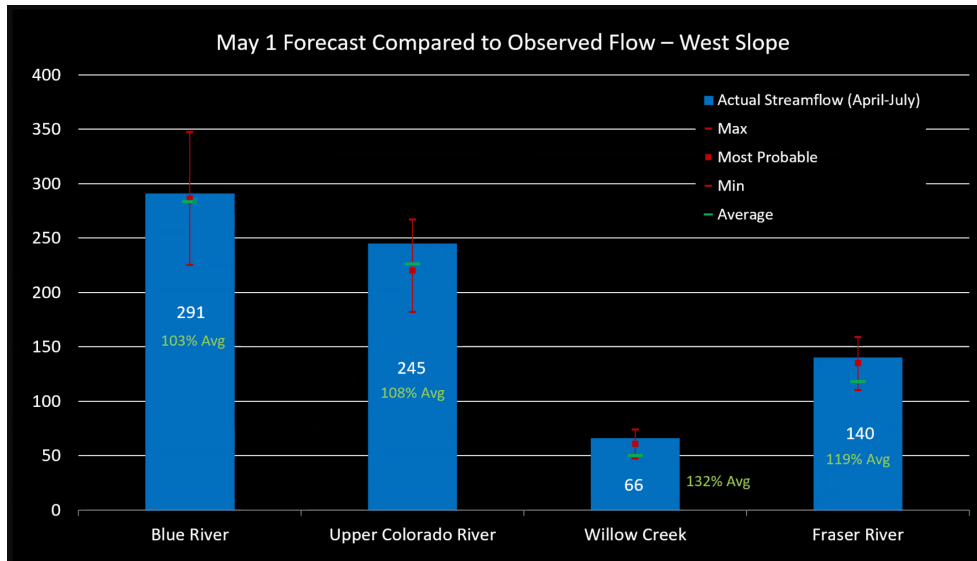


July Report



August Report





Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 7.5

Staff: VACANT, Operations Manager

Subject: Operations and Water Quality Report

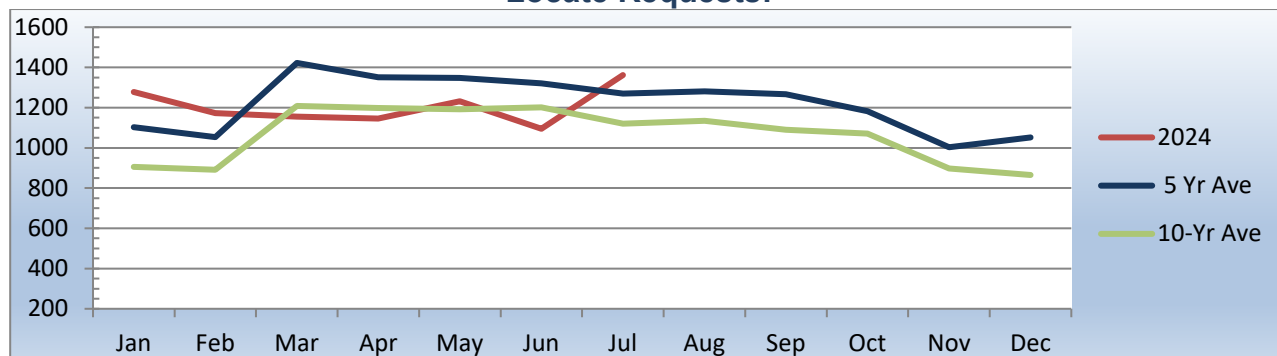
Staff Recommendation: For Informational Purposes

Discussion: Information for the Board of Directors

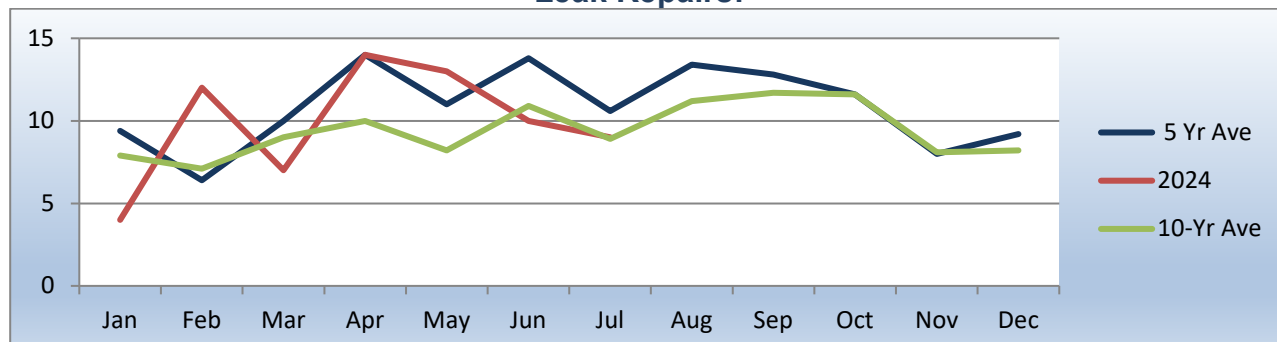
Fire Impacts

On Monday July 29 the Alexander Mountain Fire started. The fire caused evacuation notices for a large portion of our western service area. In advance of any potential power outages, our operations crew put generators at each of the affected pump stations and filled additional storage tanks that are generally used during the off season. Tuesday, July 30 the Stone Canyon Fire started. This fire caused evacuation notices to be issued for an area approximately 1.5 miles from another portion of our service area and close enough to the filter plant for concern. Again, the operations crew provided backup generators for the affected pump stations. The crew kept tending to the generators to ensure they were ready if needed. Thankfully the generators were not needed, and rented generators were returned to suppliers on Monday, August 5.

Locate Requests:



Leak Repairs:



Monthly Water Quality Report

Monthly Water Quality Samples:

Monthly Total Coliform samples were within acceptable parameters.

Disinfection By Products Sampling:

The next round of samples will be taken around August 20.

UCMR5 Sampling:

The last round of quarterly sampling was taken August 5.

Lead and Copper Sampling:

Samples will be taken in September.

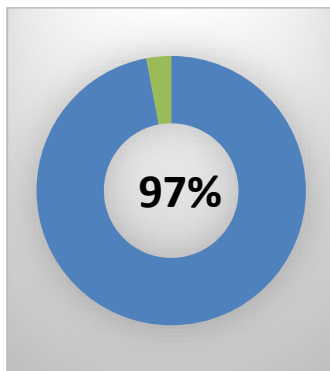
Customer Water Quality Work Orders:

There were no water quality work orders for the months of June and July.

Project Updates and Notes:

Valve Exercising:

6,433 valves have been exercised out of a total of 6,564. (no new valves have been exercised as the staff doing this work has been temporarily assigned to the backhoe crew.)



Agenda Item Summary

Little Thompson Water District

Date: August 15, 2024

Item: 7.6 Business Project Manager Report

Staff: Kammy Tinney, Business Project Manager

Subject: August Board Meeting – Business Project Manager Report

Staff Recommendation: Information Only

Discussion:

Lead Service Line Investigation – Project Update

The District's contractor began the potholing process the week of July 15th. As of August 6th, 218 of 314 sites are complete. We remain on track to complete the potholing portion of service line identification by August 31st. Customers continue to have the opportunity to submit a survey which, if the material can be verified, could eliminate the need for potholing on the service side of the line.

Phase I of the LSLI Project will continue for the next two months with conclusion of the first inventory report and Lead Service Line Replacement Plan due to CDPHE on October 16, 2024. Phase II of the LSLI Project includes notification to customers of service line material by November 16, 2024, and the implementation of a replacement program, as necessary.

Policies and Procedures

Currently working with Angela to learn the LTWD payroll process in order to serve as a backup when needed, and documenting the process to prepare written procedures as we work through training.

Work continues on review / revision of the Development Process, Section 8 Rules and Regulations, Section 17 Rules and Regulations, and Non-Potable Water (Irrigation) System Procedures including suggested revisions to content for the District's website.

Employee Engagement Activities

As reported at the July meeting, the management team is focused on regular engagement activities to recognize staff. A LTWD family day at Fort Fun is set for the end of August, with additional activities planned each month throughout the year.

District (Master) Services Agreement

Drafting of a standard service agreement for professional and routine services including all relevant statutory language and provisions, insurance requirements, and associated task and / or change orders is complete and the final document is scheduled for review with the management team for implementation.