

**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 June 22, 2023 - 5:00 P.M.

1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review: Staff recommends an executive session per Colorado Revised Statute 24-6-402 subsection 4 part (e) in order to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators in regard to Discussion Item 6.4.
4. Public Comment on Non-Agenda Items:
5. Consent Items:
  - 5.1. Minutes of the May 18, 2023, Regular Board Meeting..... Page 4
  - 5.2. Tap List 689 ..... Page 15
  - 5.3. May 2023 Disbursements Report ..... Page 17
  - 5.4. May 2023 Financial Report ..... Page 24
  - 5.5. Gopher Gulch Main Line Water Extension Agreement ..... Page 30
6. Discussion Items:
  - 6.1. 2022 Audit Presentation..... Page 35
  - 6.2. Third Amendment to Intergovernmental Agreement..... Page 36  
Between the Town of Johnstown and the Little  
Thompson Water District
  - 6.3. All-In Costs for Native Water ..... Page 39
  - 6.4. PRPA Windy Gap RFP ..... Page 41
  - 6.5. Carter Lake Filter Plant ..... Page 42
  - 6.6. St. Vrain Water Authority ..... Page 43
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  - 6.8. Public Hearing: Action Item: Motion to Approve:..... Page 47  
Resolution 2023-17 Weld County Inclusions  
Resolution 2023-18 Larimer County Exclusions
7. Staff Reports:
  - 7.1. District Manager's Report ..... Page 54
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  - 7.3. District Engineer's Report ..... Page 57
  - 7.4. Water Resources Manager's Report..... Page 61
  - 7.5. Operations Manager's Report and Water Quality Update... Page 64
8. Director Reports:
9. Executive Session
10. Adjournment.

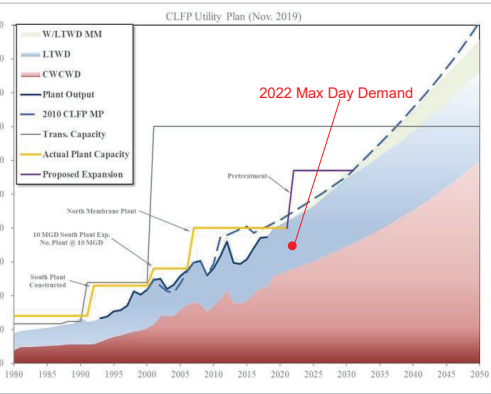
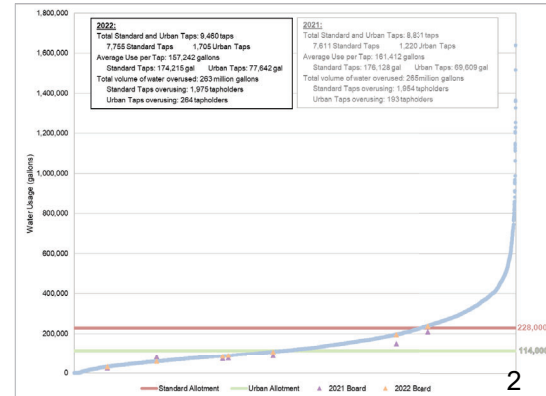
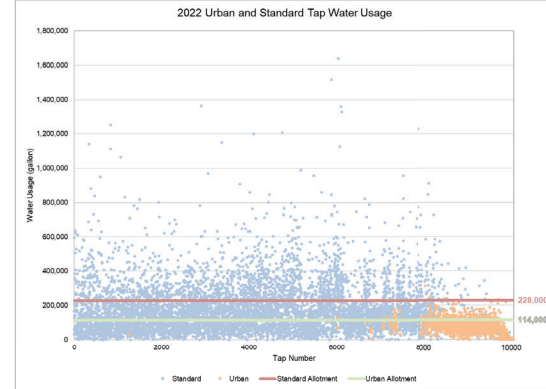
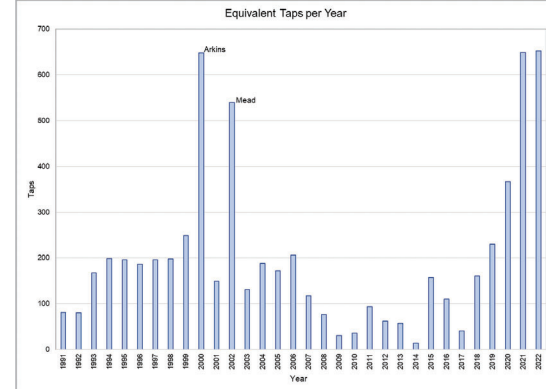
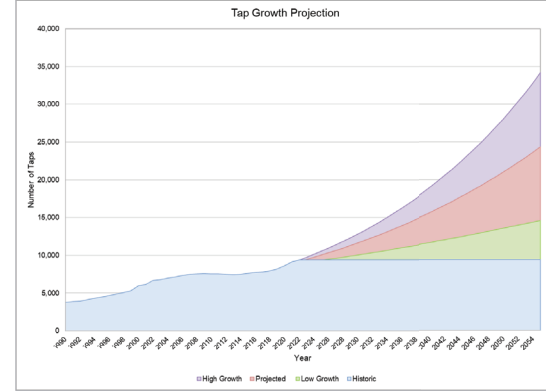
# "Serving our customers with safe, reliable and good tasting water at a fair price"



Little Thompson Water District

## 2022 Strategic Goals for next 3 to 5 Years:

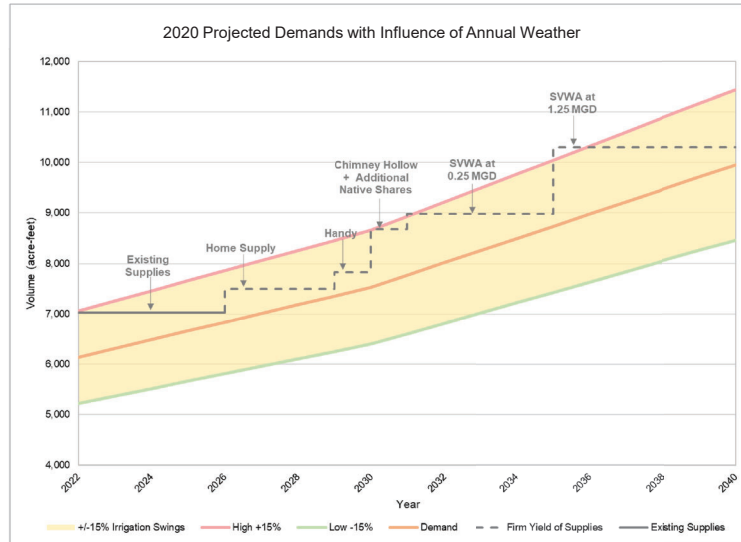
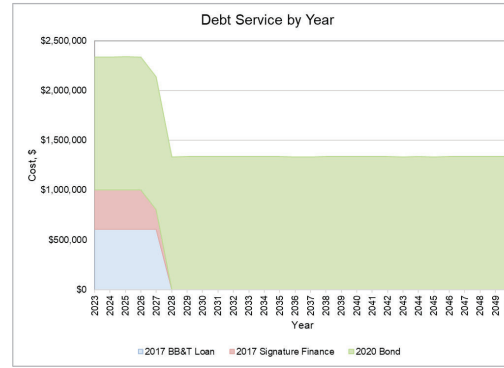
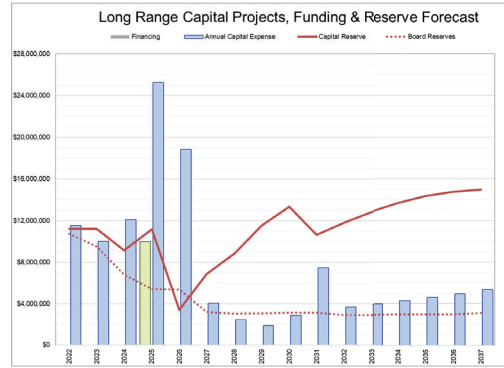
1. In three years have a plan for growth of staff and the necessary office space for those staff. Also consider whether the District will have its own water treatment plant at the same location and determine what that location will be.
2. Have native waters used in the system. This includes the easement 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	
<b>Capital Projects Funded by Bonding</b>	
Northeast Transmission Line	\$ 1,300,000
Loveland/Campion Conversion Project 1	\$ 1,515,311
<b>Capital Projects Not Funded by Bonding</b>	
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
<b>Water Resources Expenses</b>	
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
<b>Total Capital Expenses - District</b>	<b>\$ 9,170,111</b>
<b>Capital Projects &amp; Equipment - Joint 2023 Budget</b>	
Dry Creek Joint Cost	\$ 150,000
Pretreatment Carter Lake Filter Plant- Bond	\$ 415,625
Garage for Equipment Tractors	\$ 235,000
Road Improvements	\$ 50,000
<b>Total Capital Expenses - Joint</b>	<b>\$ 850,625</b>

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
			<b>7,720.3</b>
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
			<b>454.9</b>



UPDATED 1/19/2023



**Agenda Item Summary**  
Little Thompson Water District

Date: June 22, 2023

Item: 5.1

Staff: Amber Kauffman, District Manager

**Subject:** Minutes of the May 18, 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, May 18, 2023. Attendance was as follows:

Board of Directors:

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

Staff in Attendance:

Amber Kauffman, District Manager  
Brad E. Eaton, District Engineer  
Ken Lambrecht, Operations Manager  
Nancy Koch, Water Resources Manager  
Amanda Hoff, Water Resources  
Administrator  
Garrett Dickson, 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  
Lee Johnson of Carlsen, Hammond, and Paddock, LLC  
Jim Birdsall, Westridge Metro District

**CALL TO ORDER**

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

**ROLL CALL**

**It was moved by Director Bill Szmyd, seconded by Director Larry Brandt, to excuse the absence of Director Steven Brandenburg. Motion carried unanimously.**

Roll call was taken. All other Directors were present.

**AGENDA REVIEW**

Staff recommended an Executive Session per Colorado Revises Statute 24-6-402 subsection 4 part (e) in order to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instruction negotiators in regard to Discussion Item 6.2.

It was moved by Director Ed Martens, seconded by Director Szmyd, to enter into Executive Session during Discussion Item 6.2 Handy Ditch citing §24-6-402(4)(e) C.R.S. to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators in the matter of the Handy Ditch Company. Motion carried unanimously.

## **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

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

## **CONSENT AGENDA**

It was moved by Director Brandt, seconded by Director Martens, to approve the Consent Agenda, with a correction to Director Martens Director Report that Director Szmyd caught the 30-pound catfish, not Director Martens, including:

- Minutes of the April 20, 2023, Regular Board Meeting,
  - Tap List 688,
  - April 2023 Disbursements in the amount \$773,599.68:
    - ❖ **Operating Account: \$435,196.31:**
      - ACH Manual Check Numbers 4502 to 4567 – \$338,753.20,
      - Check Numbers 11228 to 11261 – \$96,443.11,
    - ❖ **Payroll Account: (Three Bi-weekly payroll periods in April) for \$338,403.37:**
      - ACH Transmittal Vouchers O-2312 to O-2323 – \$172,864.71,
      - ACH Direct Deposit Numbers N-12531 to N-12607 – \$165,279.66,
      - Live Check Numbers 2114 to 2116 - \$259.00,
  - April 2023 Financial Report.
- Motion carried unanimously.

## **DISCUSSION ITEMS**

### **Tap 6728 Relocation Request:**

District Engineer Brad Eaton introduced Jim Birdsall of Westridge Metro District and presented the following information to the Board:

- Parcel number 9403000005, located adjacent to the Heron Lakes golf course in the Town of Berthoud (Berthoud), is owned by Heron Lakes Investments, LLC and is currently served by a single District 5/8-inch standard residential tap.
  - ❖ Parcel number 9403000005 is slated for future development with annexation into the Berthoud and will be served by Berthoud Water.
- Mr. Birdsall is a managing partner for Heron Lakes Investments, LLC and is also a managing partner for the future Westridge development in the Town of Mead (Mead).
- Since tap number 6728 will no longer be needed on parcel number 9403000005 when the property is served by Berthoud Water, Mr. Birdsall requested the tap be relocated so it can be utilized at the future Westridge development.
- Subsection 304.1 of the District's Rules and Regulations prohibits the relocation of water meters unless the parcels are adjoining and of the same ownership as paraphrased below.

- ❖ 304. RELOCATION OF WATER METERS.
  - 304.1 Relocation of a water meter is not allowed, with the following exceptions:
    - The water meter may be relocated on the same parcel of land being served.
    - The water meter may be relocated to an adjoining parcel of land that is in the same ownership as the original parcel.
    - The tap holder is responsible for the cost of relocation.
- Mr. Birdsall is the managing partner in the two companies with ownership of the two properties referenced herein, and having the authority to make this request, separation of approximately 10 miles exists between the subject properties, which therefore requires a waiver to the District's Rules and Regulations to accommodate this request.
- Conditions and Staff Recommendation:
  - ❖ All costs associated with the subject tap relocation request are to be borne by Mr. Birdsall, which includes abandonment of the tap at the existing location, along with installation at the new location.
  - ❖ Tap 6728 is a standard residential tap with an annual allocation of 0.70 acre-feet, therefore, a water credit of 0.70 acre-feet will be issued to Mr. Birdsall when the tap is abandoned at the existing location.
    - Said water credit can then be applied to the Westridge development at the time water dedication is required for the development.
  - ❖ Payment of a plant investment fee (PIF) will be required at the time the meter is requested for the relocated tap at the Westridge development.
    - Current PIF rates will apply at the time of meter request.
- Provided Mr. Birdsall agrees to the conditions noted above, Staff is supportive of this tap relocation request.
- Furthermore, these conditions will be outlined in a commitment to serve letter upon Board approval.

**It was moved by Director Szmyd, seconded by Director Ryan Heiland, to approve the waiver request and allow the tap relocation based on the outlined conditions. Motion carried unanimously.**

#### Handy Ditch:

The Board, along with Lee Johnson of Carlson, Hammond, and Paddock, LLC, and required Staff, entered into Executive Session at 5:18 p.m. The Board returned from Executive Session at 5:59 p.m.

President McMurtrey called for a break at 6:05 p.m. The meeting resumed at 6:10 p.m.

#### Amendment to Agreement for Water Extensions Tap Issuance Prior to Line Completion:

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

- Brookfield is required to construct a transmission line along the west side of Interstate 25 (I-25) from Weld County Road (WCR) 38 to WCR 28 and then east to their development, Barefoot Lakes (Barefoot).
  - ❖ This construction was to be completed prior to the issuance of the 1,201 tap.

- ❖ Currently, Barefoot is nearing the issuance of that 1,201 tap.
- Addendum C of the Water Service Agreement was an agreement in which the District took the lead in acquiring easements and engaging engineering and other services for the design of the transmission line.
  - ❖ This was done to allow the use of condemnation, if required, and give the District more direct input on the design of the project.
- At the time the addendum was executed (May 2019), Staff were not as busy as they have been in the last two to three years.
- The attached agreement is presented because the time for the acquisition and design of the transmission line has been longer than previously anticipated.
  - ❖ Several factors outside of either party's direct control have contributed to the delays.
- Staff feel that the agreement is fair and does not exceed our capacity on the joint 24-inch waterline currently in place that serves Barefoot.
- Given Brookfield's prediction of 250 home sales per year, the District feels that the tap number extension allows two to three years for the line to be completed, depending on the economy and potential economic slowdown impacts.

Following discussion, **it was moved by President McMurtrey, seconded by Director Szymd, to approve the Amendment to Agreement for Water Extensions Tap Issuance Prior to Line Completion. Motion carried unanimously.**

#### Carter Lake Filter Plant (CLFP):

District Manager Kauffman presented the following information to the Board:

- Dry Creek Reservoir:
  - ❖ The decision was made to move forward with treating for algae, then blend in up to 10 percent of Dry Creek Reservoir water in June.
  - ❖ Ms. Kauffman met with CLFP Manager Rick Whittet and Central Weld County Water District (CWCWD) District Manager Stan Linker to discuss Dry Creek Reservoir on Wednesday, April 26.
  - ❖ Ms. Kauffman conveyed the District Board's request to wait to treat Dry Creek Reservoir water to gather more data and get a better recommendation on treatment for taste and odor issues from Stantec.
  - ❖ Discussion was held on current thoughts on a plan to treat the water as a the CLFP Board had allocated money and given direction to address the issue.
  - ❖ Ms. Kauffman requested a plan be prepared for LTWD which would address the testing, chemical application, and how to determine when to shut down pumps at Dry Creek.

Discussion followed regarding the decision to use copper sulfate to treat the water, the logistics of getting the copper sulfate out into the reservoir and how to mix it in the water.

- ❖ It was determined the cost to test the water would be approximately \$1,500 per month.



- ❖ Mr. Whittet requested the District purchase the testing equipment; this cost will be divided with CWCWD.
- ❖ The District has a formal Taste and Odor plan in place with WildRock.
- Pretreatment:
  - ❖ NoCo Engineering requested the Board allow direct negotiation with vendors for the acquisition of the Dissolved Air Flotation (DAF) equipment.
    - The CLFP Board approved the request.
  - ❖ The project has been delayed however the bond money must be spent as soon as possible.
- Operations:
  - ❖ Director Martens asked how the clean-in-place process for the membranes was working.
    - Ms. Kauffman advised a new hot water heater was needed for the process.
  - ❖ Consultant Karla Kinser of Kinser Membrane Solutions had advised next year there may be a need to replace some of the membranes that were installed in 2016.

#### St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- ❖ The SVWA Board decided not to engage an auditing firm as previously decided.
- ❖ The original decision to send out a Request for Proposal (RFP) for an auditor was made after a Colorado Open Records Act (CORA) request revealing the 2021 audit had not been presented to the SVWA Board or a copy provided to the District, as required.
  - The audit had been completed as a part of the Town of Firestone's (Firestone) audit as the financial processing/budgeting was considered a component unit of Firestone which meets the legal requirements of the state.
- ❖ The SVWA Board recognized the need to provide additional management/administrative services that Director Lindsay has been doing as the organization enters the operational phase.
  - The SVWA Board decided to move forward in reviewing the proposed RFP for administrative services.
  - Firestone offered to provide administrative and financial services on an as needed basis for an indeterminate amount of time.
- ❖ SVWA is moving ahead with Streamline for website development/hosting.
- ❖ The treatment plant is very close to substantial completion with only a few operational check boxes left to address.
- ❖ The SVWA Board tour was rescheduled to June 12 at 2:00 p.m.

#### Public Hearing: Action Item: Resolutions 2023-16 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 Martens, to adopt Resolution 2023-16 Exclusion (Maring, Troendly). Motion Carried unanimously.**

## STAFF REPORTS

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

- General:
  - ❖ The District received notice on Wednesday, May 10 that the Town of Milliken (Milliken) had to issue a water warning to residents telling them to boil their water.
    - The District has five customers that receive Milliken water due to different development projects that impacted District waterlines.
    - The boil order was lifted the evening of Thursday May 11 and the impacted customers were notified.
  - ❖ Northern Colorado Water Alliance (formerly the Regional Water Leaders):
    - Ms. Kauffman attended the Northern Colorado Water Alliance (NCWA) meeting on Thursday, May 11.
    - The group revisited the constituent group members, the financial agreements to fund the activities, and the mission of the group.
  - ❖ City of Loveland (Loveland):
    - Water Resources Manager Nancy Koch, Water Resources Administrators Amanda Hoff and Garrett Dickson, and Ms. Kauffman attended a meeting with Loveland staff to discuss potential projects and opportunities for the two agencies to work together.
    - Ms. Koch created a great summary table of potential items to consider as we review the return flow obligations (RFO) of both agencies.
    - The group will continue to meet quarterly to discuss opportunities and priorities.
  - ❖ Berthoud Fire Protection District (BFPD):
    - BFPD completed their dive certification process for their hazardous response team at Dry Creek Reservoir on Thursday, May 11.
    - BFPD appreciates the District's willingness to let them do their certification there and offered to do any kind of inspection in the reservoir if we need to get eyes on anything.
      - ◊ Staff discussed where this service could be used.
    - The District and BFPD also discussed chemical application to the reservoir, and they asked that they be kept informed of the date and chemical that is applied.
  - ❖ Berthoud:
    - Ms. Kauffman met with Ken Matthews, utility director for Berthoud, on Wednesday May 3.
    - Monthly meetings are scheduled to discuss items of interest between the two water providers.
    - Ms. Kauffman and Mr. Matthews talked about the request from Berthoud to take 0.75 million gallons of water per day from the District and the potential locations for that delivery.
      - ◊ This request was built into the demand projections for CLFP.
    - Also discussed were potential tap transfers, past tap transfers, and the details

for those to occur.

- ❖ Firestone:
  - Ms. Kauffman met with the Firestone Town Manager, AJ Krieger, on Tuesday May 9.
  - Both managers see a need for a general manager position for SVWA to ensure the Board stays on track and meets legal requirements.
  - Additional work on the Intergovernmental Agreements (IGA) and founding documents may be required to address inconsistencies, funding, and other items.
  - Separately, Firestone council members were receiving questions about the filling of Barefoot Lakes.
    - ◇ To address the public's concern, District staff wrote a summary of information to distribute as necessary.
    - ◇ This is the same summary that was sent to Brookfield for their metro district to distribute.
  - On May 12 District Staff were notified that the District had "free river" in the St. Vrain River and were able to start pumping water into the Barefoot Lakes.
- ❖ WildRock:
  - The marketing group is doing a good job of reaching customers.
  - An email was sent to the Board with the summary of the marketing results.
  - Staff had completed a crisis communication messaging plan with WildRock in preparation for the upcoming treatment and delivery of Dry Creek Reservoir water.
  - Staff requested WildRock prepare a statement regarding polyvinyl chloride (PVC) and fluoride based on comments at the April Board Meeting.
- ❖ On May 10 Staff had a delayed in-house Cinco de Mayo event to gather employees for some bonding time.
- ❖ Chimney Hollow Tour:
  - Ms. Kauffman reminded the Board that a tour of Chimney Hollow Reservoir is scheduled for June 7 at 9:00 a.m.
  - Tour participants will meet at Northern Colorado Water Conservancy District (Northern).
- ❖ Joint Board Meeting:
  - Ms. Kauffman forwarded a list of potential topics for a Joint Board Meeting with CWCWD.
  - Ms. Kauffman and CWCWD District Manager Linker will decide on a date, possibly in December or January, with January being preferred.
- ❖ July Board Meeting:
  - Ms. Kauffman requested the July Board Meeting be cancelled due to her schedule and a lack of topics.

**It was moved by Director Martens, seconded by Director Szmyd, to cancel the Little Thompson Water District July 20, 2023, Board Meeting. Motion Carried unanimously.**

- Agreements:
  - ❖ Aurora Organic Dairy (AOD):
    - Staff received a signed copy of the water dedication agreement from AOD.
    - AOD are generally agreeable to the terms in the waterline agreement but are still doing some due diligence on the estimated cost of the waterline portion.
    - Ms. Kauffman planned on bringing both agreements to the board at the same time for approval.
  - ❖ Town of Johnstown (Johnstown):
    - Ms. Kauffman continued to meet with Johnstown to finalize the revised IGA.
    - The meeting scheduled for May 15 needed to be cancelled.
    - There will need to be an additional extension of two months.

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

- Office Update:
  - ❖ There was a great response to the District promotion giving either two soaker hoses or one automatic shut off hose nozzle to anyone who came into the office and showed that they Like the Facebook page.
  - ❖ Administrative Assistant Judy O'Malley was updating the District website.
    - Directors were requested to review their biographies and send any changes to Ms. O'Malley.
  - ❖ The majority of employees participated in a Cardiopulmonary Resuscitation (CPR) recertification class.
    - Feedback on the new training vendor was positive.
- EyeOnWater (EOW):
  - ❖ A promotional postcard had been sent to customers advising of a \$10 incentive for those who sign up for an EOW account.
    - The program was scheduled to run through August 31, 2023, and so far, response had been extremely positive with over 150 new accounts in a few weeks.
  - ❖ The percentage of customers signed up for EOW had increased from 15 percent to 18 percent.

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

- There were four Tap Commitment Requests for April. The year-to-date total was 16.
- Capital Projects:
  - ❖ The Capital Projects were going smoothly.
  - ❖ There were no new development projects; construction, referrals and reviews had all slowed.
  - ❖ Engineering Staff had been contacted by the Colorado Department of Transportation (CDOT) regarding the project from Highway (Hwy) 56 to Hwy 66.
  - ❖ The Twin Mounds project continued to progress.
    - The security firm hired to monitor the site thwarted four theft attempts.
- Other Engineering & Geographic Information System (GIS) Activities:
  - ❖ There had been a light response to the latest job posting for a Civil Engineer II.

- District Engineer Eaton had noted he has heard this is currently common in the Engineering industry.
- Mr. Eaton noted the next step will be to consider rewording the posting and/or stepping up to paid advertisements.

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

- Water use for the month of April had been less than projected.
- Dry Creek Reservoir:
  - ❖ Water Resources Staff took a delivery of Windy Gap water and put it into Dry Creek Reservoir as there was a 100 percent chance that Lake Granby was going to spill.
- Water Court:
  - ❖ Water Resources Staff continued to work with objectors to the Consolidated Home Supply case.
- Snowpack had dropped quite a bit in the month of April.

Discussion followed regarding the meaning of “free river” being there is more water than all perfected water rights on a river system, and if the use of this water goes against a storage decree if filling a reservoir. Ms. Koch advised that she would research the rules and report back to the Board.

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

- Leak repairs had continued to increase significantly.
  - ❖ Mr. Lambrecht noted there was a lot of clean-up work to be completed and the Operations Staff was currently short-handed.
  - ❖ Director Martens noted that his neighbors comment that District Staff perform a very good job on leak repairs and clean-up.
- Monthly Total Coliform samples were within acceptable parameters, and the Disinfection Byproducts (DBP2) results had not been received.
- The telemetry upgrade project:
  - ❖ Staff met with two vendors to receive information on suggested options.
  - ❖ Staff were performing research to determine the best plan for the District.
- 5,690 of a total of 6,412 valves had been exercised.
  - ❖ Mr. Lambrecht noted the project will never be 100 percent completed as new valves are continually added to the distribution system.

**DIRECTOR REPORTS**

Director Szmyd noted he found out about the Colorado Waterwise.org Guidebook of Best Practices for Municipal Water Conservation in Colorado. Mr. Szmyd queried if the District has a copy and was advised the District does have one.

Director Heiland noted that he had heard some automakers will be discontinuing installing AM radios in electric vehicles (EV) because of an issue receiving AM channels in EVs.

Director Martens noted that some property owners in his Homeowners Association (HOA) have to water part of the HOA's property that adjoins theirs and this puts these accounts into the higher tier rate. Mr. Martens also noted a ditch runs through this development and was wondering if the water could be rented for this irrigation use. Water Resources Manager Koch did not believe this was possible, but Mr. Martens requested contact information for the ditch company. President McMurtrey suggested the HOA hire a water company to water the areas every so often.

Director Brandt read on the internet that Weld County had closed 23 roads due to the flooding the previous week.

President McMurtrey stated that she was finished with kidding season and had added 25 baby goats to her herd.

**It was moved by Director Szmyd to adjourn the meeting at 7:13 p.m.**

Respectfully submitted,

*Amber Kauffman*

**Agenda Item Summary**  
Little Thompson Water District

Date: June 22, 2023

Item: 5.2

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

**Subject: Tap List 689**

**Staff Recommendation: Staff recommends approval.**

**Discussion:**

**TAP LIST 689 ~ NEW AND AMENDED CONTRACTS**

TAP #	NAME	5/8 INCH MINI	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
10183	Century Land Holdings LLC		X			.35 AF	
10184	Century Land Holdings LLC		X			.35 AF	
10185	Century Land Holdings LLC		X			.35 AF	
10186	Century Land Holdings LLC		X			.35 AF	
10187	Century Land Holdings LLC		X			.35 AF	
10188	Century Land Holdings LLC			X		.70 AF	
10189	Century Land Holdings LLC		X			.35 AF	
10190	Century Land Holdings LLC			X		.70 AF	
10191	Century Land Holdings LLC			X		.70 AF	
10192	Bryan & Marjorie Roach			X		.70 AF	
10193	Richfield Homes LLC		X			.35 AF	
10194	Richfield Homes LLC		X			.35 AF	
10195	Richfield Homes LLC		X			.35 AF	
10196	Richfield Homes LLC		X			.35 AF	
10197	Richfield Homes LLC		X			.35 AF	
10198	Richfield Homes LLC		X			.35 AF	
10199	Richfield Homes LLC		X			.35 AF	
10200	Richfield Homes LLC		X			.35 AF	
10201	Richfield Homes LLC		X			.35 AF	
10202	Barefoot Residential LLC		X			.35 AF	
10203	Barefoot Residential LLC		X			.35 AF	
10204	Barefoot Residential LLC		X			.35 AF	
10205	Barefoot Residential LLC		X			.35 AF	
10206	Richfield Homes LLC		X			.35 AF	
10207	Richfield Homes LLC		X			.35 AF	
10208	Century Land Holdings LLC		X			.35 AF	
10209	Century Land Holdings LLC		X			.35 AF	
10210	Century Land Holdings LLC		X			.35 AF	
10211	Century Land Holdings LLC			X		.70 AF	
10212	Century Land Holdings LLC			X		.70 AF	
10213	Century Land Holdings LLC		X			.35 AF	
10214	Century Land Holdings LLC			X		.70 AF	
10215	Century Land Holdings LLC		X			.35 AF	
10216	Century Land Holdings LLC		X			.35 AF	
10217	Century Land Holdings LLC		X			.35 AF	

**TAP LIST 689 ~ NEW AND AMENDED CONTRACTS (cont.)**

	<b>5/8 INCH MINI</b>	<b>5/8 INCH URBAN</b>	<b>5/8 INCH STANDARD</b>	<b>OTHER</b>	<b>WATER RIGHTS</b>	<b>CIL</b>
<b>MAY 2023 TOTALS</b>	<b>0</b>	<b>28</b>	<b>7</b>	<b>0</b>	<b>14.70 AF</b>	<b>0 AF</b>
<b>YEAR-TO-DATE 2023 TOTALS</b>	<b>0</b>	<b>99</b>	<b>19</b>	<b>2</b>	<b>33.65 AF</b>	<b>2.50 AF</b>
<b>TAPS BUDGETED 2023</b>	<b>0</b>	<b>220</b>	<b>5</b>			

<b>Tap Commitments</b>	<b>Balance</b>
<b>Taps with Water Rights Satisfied/Water Dedications</b>	<b>53</b>
<b>Dormant Taps</b>	<b>5</b>
<b>Total Other Tap Commitments</b>	<b>58</b>

**MISC. RECEIVABLES**

<b>TAP #</b>	<b>NOTES</b>	<b>ACCESSORY DWELLINGS</b>	<b>UPSIZED TAPS</b>	<b>ADDITIONAL ALLOCATION</b>	<b>CIL</b>
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0 AF</b>

	<b>ACCESSORY DWELLINGS</b>	<b>UPSIZED TAPS</b>	<b>ADDITIONAL ALLOCATION</b>	<b>CIL</b>
<b>MAY 2023 TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0 AF</b>
<b>YEAR-TO-DATE 2023 TOTALS</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>2.72 AF</b>



# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

**Subject:** May 2023 Disbursements.

**Staff Recommendation:** Approval.

## May 2023 Disbursements

Request approval of the May 2023 Cash Disbursements in the amount of \$1,764,231.59

Operating Account: \$1,437,837.89

ACH Manual Check Numbers 4568-4628 – \$822,081.53.

Check Numbers 11262 to 11351– \$615,756.36.

Payroll Account: \$326,393.70 (Two bi-weekly payroll periods paid in May)

ACH Transmittal Vouchers 2324 to 2335 – \$170,565.27.

ACH Direct Deposit Numbers 12608 to 12684– \$155,828.43.

## Discussion:

All expenses are for normal operating costs, except for \$142,036.28 for Capital Cost – District, \$74,186.40 for Capital Cost – Joint, \$455,850 for 2020 Revenue Bond Interest, and \$33,285.69 2017 BBT Loan Interest.

**Little Thompson Water District  
Cash Disbursements Summary  
Check Issue Dates: 5/01/2023 to 5/31/2023**

Employee Related Expenses	\$	326,393.70
2020 Revenue Bond Interest	\$	455,850.00
24 Brookfield WL Passthrough	\$	206,819.71
Filter Plant Ops Expense	\$	155,391.67
Capital Cost-District	\$	142,036.28
Capital Cost-Joint	\$	85,186.40
Insurance-Property & Casualty	\$	84,550.61
Service Connection Expenses	\$	50,766.59
2017 BBT Loan Interest	\$	33,285.69
Inventory	\$	32,466.30
Sys Repairs	\$	23,476.77
Computer Equipment Expenses	\$	22,847.75
Meter Mtn and Repair	\$	22,526.10
Vehicle Expenses	\$	19,634.31
Valve Repairs and Maintenance	\$	16,052.50
Dry Creek Reservoir Maint	\$	9,630.24
GIS	\$	8,320.00
St. Vrain Authority	\$	7,745.43
Office Expenses	\$	6,382.77
O & M Expenses	\$	6,103.03
Communication Expenses	\$	5,054.12
Legal Expenses	\$	4,843.46
Engr/CAD/Prof Expenses	\$	4,705.75
Relocate line on 54 & 13A-Passthrough	\$	4,271.90
Telemetry Expenses	\$	4,101.27
Operations - Utilities	\$	3,988.95
Retainage Payable-Deduction	\$	3,960.00
Credit Card-Conference-\$1240; Memberships-\$19; Computer-\$543;Office Sup-\$17;Bld/Grnds-\$1050; Office Exp-\$1125; Communications-\$10; Misc-\$2168	\$	3,692.71
Bldg/Grnds Expenses	\$	2,909.52
Water Resources General Legal	\$	2,224.30
Safety Expenses	\$	2,217.47
Locate Expense	\$	1,379.01
Dry Creek Expenses	\$	1,125.00
Permit Expenses	\$	950.00
WQ - Monthly Sampling	\$	630.00
Uniform Expenses	\$	567.35
Landscaping Incentives	\$	550.00
Soil Amendment Rebates	\$	500.00
PRV Routine Repairs	\$	414.69
Highland Ditch Shares	\$	250.00
Water Conservation	\$	250.00
Purchased Water Expenses	\$	124.83
Customer Refund Overpayments	\$	55.41
Void	\$	-
<b>Total</b>	<b>\$</b>	<b>1,764,231.59</b>

**Little Thompson Water District**  
**Cash Disbursements Detail**  
**Check Issue Dates: 5/01/2023 to 5/31/2023**

**Operations**

Check Number	Check Issue Date	Payee	Description	Amount
4623	5/25/2023	UMB Bank NA	2020 Revenue Bond Interest	\$ 455,850.00
4574	5/4/2023	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 155,391.67
11270	5/3/2023	DONALD C. HILGERS REVOCABLE LIVING TRUST	24 Brookfield WL Passthrough	\$ 151,669.00
11340	5/31/2023	Glatfelter Public Practice (GPP)	Insurance-Property & Casualty	\$ 74,851.00
11303	5/17/2023	Gopher Excavation Inc	Service Connection Expenses	\$ 45,565.25
11345	5/31/2023	NeuMark Commercial Builders LLC	Capital Cost-District-Office Upgrade-Front Lobby	\$ 35,423.00
11295	5/17/2023	Carter Lake Filter Plant	Capital Cost-Joint-Pretreatment Design	\$ 35,327.37
11329	5/17/2023	Truist Governmental Finance	2017 BBT Loan Interest	\$ 33,285.69
11295	5/17/2023	Carter Lake Filter Plant	Capital Cost-Joint-CLFP Vehicles & Equipment	\$ 25,889.63
4571	5/4/2023	Badger Meter	Inventory	\$ 23,451.09
11326	5/17/2023	Stratus Information Systems (ITX)	Computer Equipment Expenses	\$ 22,847.75
11322	5/17/2023	Security and Sound Design Inc.	Capital Cost-District-Office Upgrade-Fire Alarm Sys	\$ 16,264.50
4594	5/4/2023	Orback Construction	Valve Repairs and Maintenance	\$ 16,052.50
11269	5/3/2023	Ditesco	Capital Cost-District-Loveland/Campion	\$ 15,796.70
4574	5/4/2023	Carter Lake Filter Plant	Capital Cost-Joint-Pretreatment Design	\$ 15,290.40
4571	5/4/2023	Badger Meter	Meter Mtn and Repair	\$ 15,206.10
4590	5/4/2023	KIMLEY-HORN ASSOCIATES, INC.	Capital Cost-DistrictCty Rd Improvements	\$ 14,625.00
11276	5/3/2023	JASON B. DIAZ	24 Brookfield WL Passthrough	\$ 13,652.75
11279	5/3/2023	MATTHEW S. DIAZ	24 Brookfield WL Passthrough	\$ 13,652.75
11301	5/17/2023	Farnsworth Group Inc	24 Brookfield WL Passthrough	\$ 11,465.00
4579	5/4/2023	CR LAND SERVICES, LLC	Capital Cost-District-Northeast Transmission Line	\$ 11,171.08
11281	5/3/2023	RICK CAMPANELLA	24 Brookfield WL Passthrough	\$ 10,253.25
4578	5/4/2023	Cowbell Insurance Agency	Insurance-Property & Casualty	\$ 9,496.61
4601	5/4/2023	WEX Bank	Vehicle Expenses	\$ 9,015.38
4574	5/4/2023	Carter Lake Filter Plant	Capital Cost-Joint-Vehicles & Equipment	\$ 8,679.00
4586	5/4/2023	IMEG	GIS	\$ 8,320.00
11324	5/17/2023	Stantec Consulting Services Inc.	Dry Creek Reservoir Maint	\$ 8,279.00
4593	5/4/2023	On-Demand Concrete	Sys Repairs	\$ 7,842.68
11323	5/17/2023	St. Vrain Water Authority	St. Vrain Authority	\$ 7,745.43
4581	5/4/2023	Ferguson Waterworks	Capital Cost-DistrictCty Rd Improvements	\$ 7,543.19
11280	5/3/2023	Metron Farnier LLC	Meter Mtn and Repair	\$ 7,320.00
4571	5/4/2023	Badger Meter	Capital Cost-District-Service Connection	\$ 7,137.60
11274	5/3/2023	Hixon Mfg. & Supply Co.	Capital Cost-District-GPS Equipment	\$ 5,963.70
11269	5/3/2023	Ditesco	Capital Cost-District-3rd & Welker Waterline Rep	\$ 5,200.00
11346	5/31/2023	Ronan Protective Group	Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 5,088.00
4575	5/4/2023	CBRE, Inc.	24 Brookfield WL Passthrough	\$ 5,000.00

Check Number	Check Date	Check Issue	Payee	Description	Amount
11330	5/17/2023	Waas Campbell Rivera Johnson & Velasquez		Legal Expenses	\$ 4,843.46
11350	5/31/2023	VS Concrete Services		Sys Repairs	\$ 4,600.00
11283	5/3/2023	Ronan Protective Group		Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 4,452.00
4589	5/4/2023	J-U-B Engineers Inc		Relocate line on 54 & 13A-Passthrough	\$ 4,271.90
11334	5/25/2023	Ronan Protective Group		Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 4,134.00
11307	5/17/2023	INFOSEND INC		Service Connection Expenses	\$ 3,965.63
4596	5/4/2023	Snowmelt Water Engineering, LLC		Retainage Payable-Deduction	\$ 3,960.00
11300	5/17/2023	Davidson-Gebhardt Chevrolet		Vehicle Expenses	\$ 3,938.88
4602	5/4/2023	WildRock PR & Marketing, LLC		Office Expenses	\$ 3,800.00
4591	5/4/2023	Loveland Barricade		Sys Repairs	\$ 3,798.75
4570	5/3/2023	Adams Bank MasterCard		Credit Card-Conference-\$(1240); Memberships-\$19; Computer-\$543;Office Sup-\$17;Bld/Grnds-\$1050; Office Exp-\$1125; Communications-\$10; Misc-\$2168	\$ 3,692.71
11328	5/17/2023	Timber Line Electric & Control		Telemetry Expenses	\$ 2,791.27
11327	5/17/2023	T & T OK Tire		Vehicle Expenses	\$ 2,709.44
4596	5/4/2023	Snowmelt Water Engineering, LLC		Capital Cost-District-Water Rights Adjudication	\$ 2,700.00
11266	5/3/2023	Consolidated Home Supply Ditch		Capital Cost-District-Loveland/Campion Conversion	\$ 2,500.00
4603	5/4/2023	WILLDAN FINANCIAL SERVICES		Engr/CAD/Prof Expenses	\$ 2,405.00
4577	5/4/2023	Core & Main LP		Inventory	\$ 2,402.85
11299	5/17/2023	Dana Kepner Company Inc		Inventory	\$ 2,288.00
11291	5/17/2023	Brand X Hydrovac Services		Sys Repairs	\$ 1,905.00
4580	5/4/2023	Dana Kepner Company Inc		Inventory	\$ 1,810.40
11294	5/17/2023	Carlson Hammond & Paddock		Water Resources General Legal	\$ 1,639.30
4608	5/11/2023	Poudre Valley REA		Operations - Utilities	\$ 1,613.39
11271	5/3/2023	Farnsworth Group Inc		Engr/CAD/Prof Expenses	\$ 1,555.75
4624	5/25/2023	Poudre Valley REA		Operations - Utilities	\$ 1,510.63
11337	5/31/2023	Consolidated Home Supply Ditch		Capital Cost-District-Loveland/Campion Conversion	\$ 1,500.00
11339	5/31/2023	Ditesco		Capital Cost-District-3rd & Welker Waterline Rep	\$ 1,500.00
11285	5/3/2023	STAT CPR Training Services		Safety Expenses	\$ 1,495.00
4599	5/4/2023	UNCC		Locate Expense	\$ 1,379.01
11267	5/3/2023	Construction Supply House		Sys Repairs	\$ 1,359.00
11325	5/17/2023	Starr & Westbrook PC		Office Expenses	\$ 1,351.50
11304	5/17/2023	Grainger		Dry Creek Reservoir Maint	\$ 1,351.24
4581	5/4/2023	Ferguson Waterworks		Inventory	\$ 1,328.88
11275	5/3/2023	In-Situ Inc.		O & M Expenses	\$ 1,316.50
4597	5/4/2023	Timber Line Electric & Control		Telemetry Expenses	\$ 1,310.00
11268	5/3/2023	Ditch Witch of the Rockies		Vehicle Expenses	\$ 1,273.06
4611	5/18/2023	Core & Main LP		Inventory	\$ 1,185.08
4621	5/23/2023	COMCAST		Communication Expenses	\$ 1,165.05
11310	5/17/2023	Loveland Barricade		Sys Repairs	\$ 1,162.00
4600	5/4/2023	Western States Land Services LLC		24 Brookfield WL Passthrough	\$ 1,126.96

Check Number	Check Date	Check Issue	Payee	Description	Amount
4574	5/4/2023	Carter Lake Filter Plant		Dry Creek Expenses	\$ 1,125.00
11292	5/17/2023	B-Town Automotive		Vehicle Expenses	\$ 1,118.92
11315	5/17/2023	On-Demand Concrete		Sys Repairs	\$ 1,075.93
4625	5/25/2023	XCEL Energy		Bldg/Grnds Expenses	\$ 1,008.03
4568	5/2/2023	Verizon Wireless		Communication Expenses	\$ 990.94
4620	5/23/2023	AT&T Mobility		Communication Expenses	\$ 981.03
11336	5/31/2023	Colorado Analytical		O & M Expenses	\$ 895.00
11305	5/17/2023	High Altitude Equipment		O & M Expenses	\$ 875.35
11344	5/31/2023	Larimer County Engineering Dept.		Permit Expenses	\$ 850.00
4573	5/4/2023	B-Town Automotive		Vehicle Expenses	\$ 829.67
11332	5/17/2023	WILLDAN FINANCIAL SERVICES		Engr/CAD/Prof Expenses	\$ 745.00
4576	5/4/2023	Cintas Corporation #737		Bldg/Grnds Expenses	\$ 741.35
11302	5/17/2023	Frontier Business Products		Service Connection Expenses	\$ 718.74
11316	5/17/2023	PIONEER		Sys Repairs	\$ 652.58
11339	5/31/2023	Ditesco		Capital Cost-District-Loveland/Campion	\$ 635.51
4613	5/18/2023	Home Depot Credit Services		Bldg/Grnds Expenses	\$ 632.65
11265	5/3/2023	City of Longmont		WQ - Monthly Sampling	\$ 630.00
4584	5/4/2023	Home Depot Credit Services		O & M Expenses	\$ 617.67
4596	5/4/2023	Snowmelt Water Engineering, LLC		Water Resources General Legal	\$ 585.00
11349	5/31/2023	Ten Point Sales & Marketing LLC		O & M Expenses	\$ 578.19
11272	5/3/2023	Foothills Fire Extinguisher Service		Safety Expenses	\$ 503.00
4605	5/5/2023	Verizon Wireless		Communication Expenses	\$ 502.91
11293	5/17/2023	CARL OR JESSIE HAYSON		Soil Amendment Rebates	\$ 500.00
4604	5/4/2023	Poudre Valley REA		Operations - Utilities	\$ 496.40
11351	5/31/2023	Weld County Public Works Dept.		Service Connection Expenses	\$ 486.00
11287	5/3/2023	USA Blue Book		O & M Expenses	\$ 483.40
4627	5/30/2023	Verizon Wireless		Communication Expenses	\$ 475.38
11263	5/3/2023	Berthoud Ace Hardware		O & M Expenses	\$ 429.39
11297	5/17/2023	Consolidated Home Supply Ditch		Capital Cost-District-Loveland/Campion Conversion	\$ 402.00
11342	5/31/2023	KEITH WOOD		Landscaping Incentives	\$ 400.00
11298	5/17/2023	CPS Distributors		PRV Routine Repairs	\$ 382.56
4610	5/18/2023	Cintas Corporation #737		Bldg/Grnds Expenses	\$ 377.81
4615	5/18/2023	Sam's Club		Office Expenses	\$ 362.87
4607	5/5/2023	COMCAST		Communication Expenses	\$ 352.15
11320	5/17/2023	SAFEChecks		Office Expenses	\$ 338.05
4569	5/2/2023	Verizon Wireless		Communication Expenses	\$ 337.27
11321	5/17/2023	Schra Tree Care		Sys Repairs	\$ 325.00
4622	5/24/2023	United Power Inc		Operations - Utilities	\$ 315.61
11262	5/3/2023	American Leak Detection		Sys Repairs	\$ 300.00

Check Number	Check Date	Check Issue	Payee	Description	Amount
11317	5/17/2023		Prairie Mountain Media	Office Expenses	\$ 274.34
11273	5/3/2023		Highland Ditch Company	Highland Ditch Shares	\$ 250.00
11318	5/17/2023		RICHARD SUESS	Water Conservation	\$ 250.00
4606	5/5/2023		CenturyLink	Communication Expenses	\$ 249.39
4588	5/4/2023		John Deere Financial	O & M Expenses	\$ 243.94
11290	5/17/2023		Bobcat of the Rockies	O & M Expenses	\$ 227.25
4595	5/4/2023		Sam's Club	Safety Expenses	\$ 219.47
11288	5/17/2023		Berthoud Ace Hardware	O & M Expenses	\$ 207.68
11306	5/17/2023		InfoArmor, Inc.	Insurance-Property & Casualty	\$ 203.00
4614	5/18/2023		John Deere Financial	Uniform Expenses	\$ 193.97
11308	5/17/2023		Jax Outdoor Gear	Uniform Expenses	\$ 185.70
11347	5/31/2023		Schra Tree Care	Sys Repairs	\$ 185.00
4587	5/4/2023		Jax Outdoor Gear	Uniform Expenses	\$ 165.18
4616	5/18/2023		Tractor Supply Credit Plan	Vehicle Expenses	\$ 163.98
4592	5/4/2023		Napa Auto Parts	Vehicle Expenses	\$ 152.36
11289	5/17/2023		BLAKE OR KRISTINA MILLER	Landscaping Incentives	\$ 150.00
11311	5/17/2023		Mac Equipment Inc	O & M Expenses	\$ 139.99
11341	5/31/2023		Green Hills Sod Farm Inc	Sys Repairs	\$ 138.00
11338	5/31/2023		Crystal Landscape Supplies Inc	Sys Repairs	\$ 132.83
11309	5/17/2023		Larimer County Engineering Dept.	Permit Expenses	\$ 100.00
11343	5/31/2023		Larimer County Clerk & Recorder	Office Expenses	\$ 96.00
11278	5/3/2023		LTWD Petty Cash Fund	Office Expenses	\$ 89.01
11319	5/17/2023		Rocky Mtn Quick Lube	Vehicle Expenses	\$ 88.06
11286	5/3/2023		T & T OK Tire	Vehicle Expenses	\$ 85.00
4585	5/4/2023		Houska Automotive	Vehicle Expenses	\$ 75.00
11284	5/3/2023		S & S Sanitation	Bldg/Grnds Expenses	\$ 68.56
4583	5/4/2023		High Altitude Equipment	Vehicle Expenses	\$ 68.25
11335	5/31/2023		Berthoud Ace Hardware	O & M Expenses	\$ 67.68
11296	5/17/2023		Central Weld County Water District	Purchased Water Expenses	\$ 59.47
11314	5/17/2023		Napa Auto Parts	Vehicle Expenses	\$ 59.33
4628	5/30/2023		Town of Berthoud	Bldg/Grnds Expenses	\$ 58.12
4572	5/4/2023		Bomgaars Supply	Vehicle Expenses	\$ 56.98
11282	5/3/2023		ROBERTA WART	Customer Refund Overpayments	\$ 55.41
11264	5/3/2023		Berthoud Weekly Surveyor	Office Expenses	\$ 45.00
4626	5/26/2023		City of Loveland Water & Power	Purchased Water Expenses	\$ 32.96
4619	5/19/2023		City of Loveland Water & Power	Purchased Water Expenses	\$ 32.40
11312	5/17/2023		MFCP Inc.	PRV Routine Repairs	\$ 32.13
4582	5/4/2023		Frontier Business Products	Service Connection Expenses	\$ 30.97
4618	5/16/2023		XCEL Energy	Operations - Utilities	\$ 23.37

Check Number	Check Issue Date	Payee	Description	Amount
11348	5/31/2023	Security and Sound Design Inc.	Bldg/Grnds Expenses	\$ 23.00
11313	5/17/2023	MI Sports	Uniform Expenses	\$ 22.50
4598	5/4/2023	Tractor Supply Credit Plan	O & M Expenses	\$ 20.99
4609	5/15/2023	XCEL Energy	Operations - Utilities	\$ 15.50
4617	5/16/2023	XCEL Energy	Operations - Utilities	\$ 14.05
11331	5/17/2023	Weld County Clerk & Recorder	Office Expenses	\$ 13.00
11333	5/17/2023	Weld County Clerk & Recorder	Office Expenses	\$ 13.00
4612	5/18/2023	Home Depot Credit Services	Void	\$ -
11277	5/16/2023	JUNK TO TREASURES	Water Conservation	\$ -
<b>Total Operations</b>				<b>\$ 1,437,837.89</b>

<b>Payroll</b>				
Check Number	Check Issue Date	Payee	Description	Amount
2324	5/8/2023	EFTPS	Federal Withholding Tax Pay Period: 5/7/2023	\$ 31,640.47
2325	5/8/2023	CDOR	CO State Withholding Tax Pay Period: 5/7/2023	\$ 4,477.00
2326	5/8/2023	COLONIAL LIFE INSURANCE	Voluntary Life Pay Period: 5/7/2023	\$ 367.45
2327	5/8/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 5/7/2023	\$ 12,944.61
2328	5/8/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 5/7/2023	\$ 9,504.92
2329	5/8/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 5/7/2023	\$ 1,904.24
2330	5/23/2023	EFTPS	Federal Withholding Tax Pay Period: 5/21/2023	\$ 30,118.96
2331	5/23/2023	CDOR	CO State Withholding Tax Pay Period: 5/21/2023	\$ 4,293.00
2332	5/23/2023	CEBT	Health Insurance Pay Period: 5/21/2023	\$ 51,054.33
2333	5/23/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 5/21/2023	\$ 12,944.61
2334	5/23/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 5/21/2023	\$ 9,411.44
2335	5/23/2023	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 5/21/2023	\$ 1,904.24
12608-12642	5/10/2023	Direct Deposit	Pay Period Ending 5/7/2023	\$ 79,325.84
12643	5/10/2023	Szmyd, William R	April Board Meeting	\$ 105.32
12644	5/10/2023	Martens, Edward M	April Board Meeting	\$ 108.33
12645	5/10/2023	Brandt, Larry R	April Board Meeting	\$ 111.35
12646	5/10/2023	Brandenburg, Steven T	April Board Meeting	\$ 104.66
12647	5/10/2023	McMurtrey, Emily J	April Board Meeting	\$ 102.04
12648	5/10/2023	Walker, James J	April Board Meeting	\$ 111.87
12649	5/10/2023	Heiland, Ryan M	April Board Meeting	\$ 99.42
12650-12684	5/24/2023	Direct Deposit	Pay Period Ending 5/21/2023	\$ 75,759.60
<b>Total Payroll</b>				<b>\$ 326,393.70</b>
<b>Total Cash Disbursements</b>				<b>\$ 1,764,231.59</b>

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

**Subject:**

Discussion of the Financial Reports

**Staff Recommendation:**

Staff recommends acceptance of the May Financial Reports.

**Discussion:**

**OPERATING FUND:**

Operating Revenue – We have collected \$4,356,603, which is \$477,097 less than budgeted.

Operating Costs – We have spent \$6,481,531, which is \$797,180 less than budgeted.

Operating Gain (Loss) – We have an operating loss of \$2,124,928, which is \$320,083 less than budgeted.

**NON-OPERATING FUND:**

Non-Operating Revenue – We have collected \$3,063,005, which is \$980,560 more than budgeted.

Capital Costs – District – We have spent \$390,090, which is \$3,941,621 less than budget.

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

Capital Costs – District	Actual YTD	YTD Budget	Annual Budget
County Rd Improvements	\$ 22,168	\$ 75,000	\$ 200,000
Service Connection Expense	91,513	65,500	157,200
Telemetry Improvements	-	40,000	200,000
Small Line Abandonment	-	30,000	75,000
Northeast Transmission Line	64,975	541,665	1,299,996
5MG Twin Mounds Tank Coating	23,796	-	-
Loveland/Campion Conversion	32,342	631,380	1,515,312
54 Bridge-Waterline Relocation	-	574,866	862,299
Dry Creek Feasibility	-	-	35,000
Twin Mounds Passive Mixing Sys	-	-	227,000
Buckhorn Pump Station	-	40,000	40,000
3rd & Welker Waterline Replace	25,274	-	1,320,000
LCR 8 & 21 Waterline Modification	-	300,000	300,000
Botterill-LTWD System Modification	-	100,000	100,000
<b>Total Capital Projects</b>	<b>\$ 260,068</b>	<b>\$ 2,398,411</b>	<b>\$ 6,331,807</b>
Vehicle Replacement Program	-	80,000	80,000
Furn & Equip Replacement	7,985	7,500	12,500
Miscellaneous Equipment	11,927	7,800	7,800
Ops Equipment Replacement	3,915	18,000	18,000
Office Upgrade-Fire Alarm System	16,702	-	-
Office Upgrade-Front Lobby	35,424	-	-
<b>Total Vehicles and Equipment</b>	<b>\$ 75,953</b>	<b>\$ 113,300</b>	<b>\$ 118,300</b>
Water Rights - CBT	-	400,000	400,000
Water Rights - Other	-	400,000	400,000
Water Resources Gen Eng	43,161	400,000	600,000
Water Resources Gen Legal	10,909	83,335	200,004
Raw Water Infrastructure	-	416,665	999,996
2nd Use Infrastructure Study	-	120,000	120,000
<b>Total Water Rights</b>	<b>\$ 54,069</b>	<b>\$ 1,820,000</b>	<b>\$ 2,720,000</b>
<b>Total Capital Costs – District</b>	<b>\$ 390,090</b>	<b>\$ 4,331,711</b>	<b>\$ 9,170,107</b>



Capital Costs - Joint: We have spent \$219,518, which is \$631,107 less than budgeted.

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

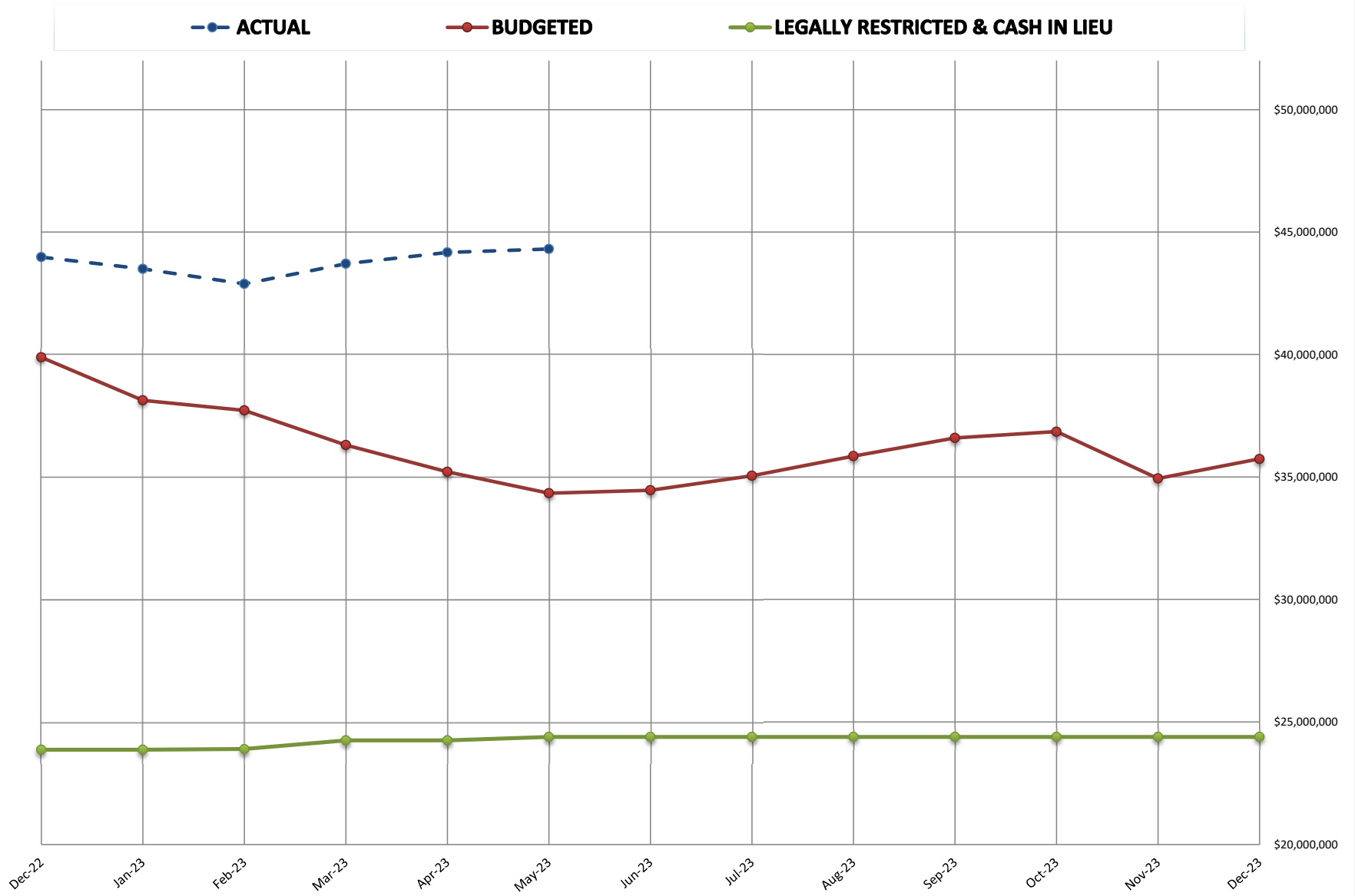
<b>Capital Costs – Joint</b>	<b>Actual YTD</b>	<b>YTD Budget</b>	<b>Annual Budget</b>
Dry Creek-Joint Cost	\$ -	\$ 150,000	\$ 150,000
CLFP Vehicles & Equipment	109,928	235,000	235,000
Pretreatment Design	109,590	415,625	415,625
Road Improvements	-	50,000	50,000
<b>Total Capital Projects</b>	<b>\$ 219,518</b>	<b>\$ 850,625</b>	<b>\$ 850,625</b>

Non-Operating Gain (Loss) – We have a net non-operating gain of \$2,453,397, which is \$5,553,288 more than budgeted.

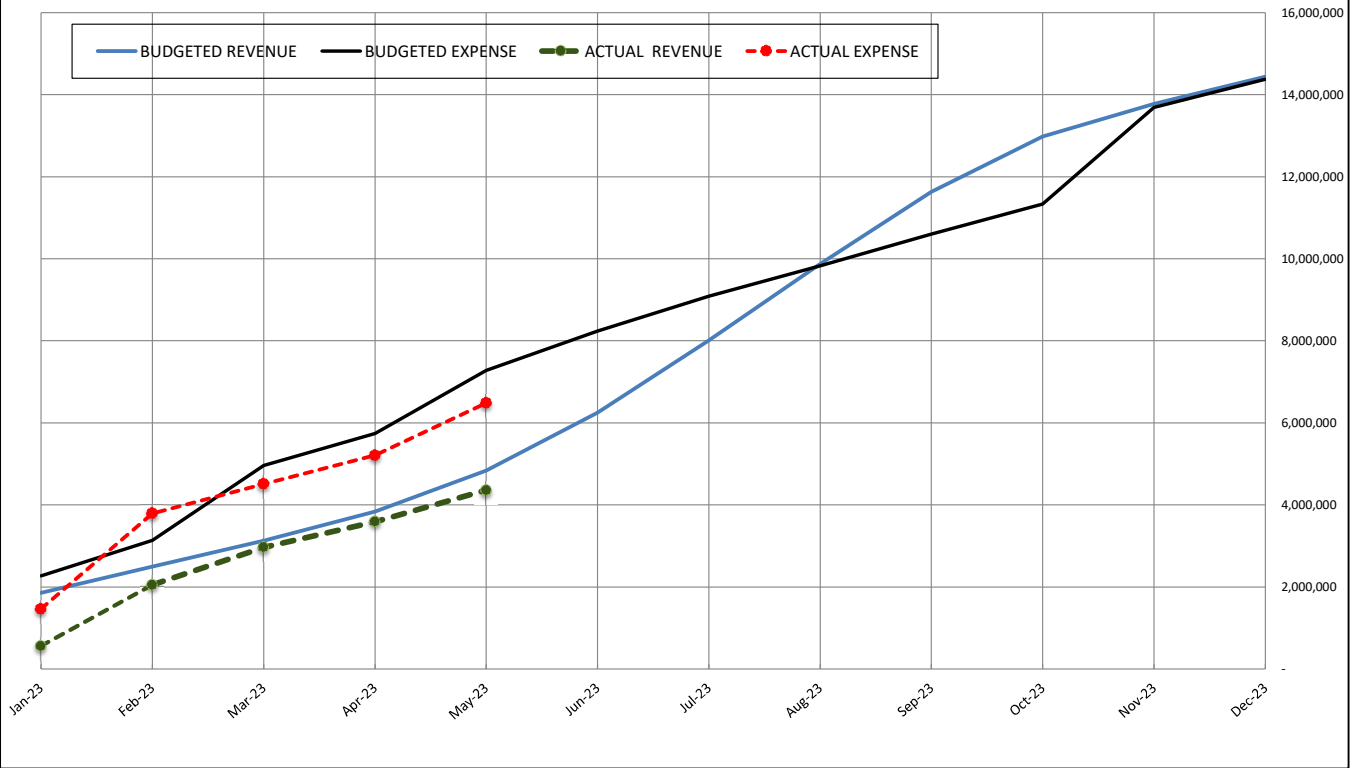
**CHANGE IN WORKING CAPITAL:**

<b>Year-To-Date Change in Working Capital</b>				
	<b>Actual</b>	<b>Budget</b>	<b>Budget/Actual Comparison</b>	<b>Approved Budget</b>
Operating Gain ( Loss)	(2,124,928)	(2,445,011)	320,083	63,890
Non-Operating Gain (Loss)	2,453,397	(3,099,891)	5,553,288	(4,213,519)
<b>Total Gain (Loss)</b>	<b>\$ 328,469</b>	<b>\$ (5,544,902)</b>	<b>\$ 5,873,371</b>	<b>\$ (4,149,629)</b>

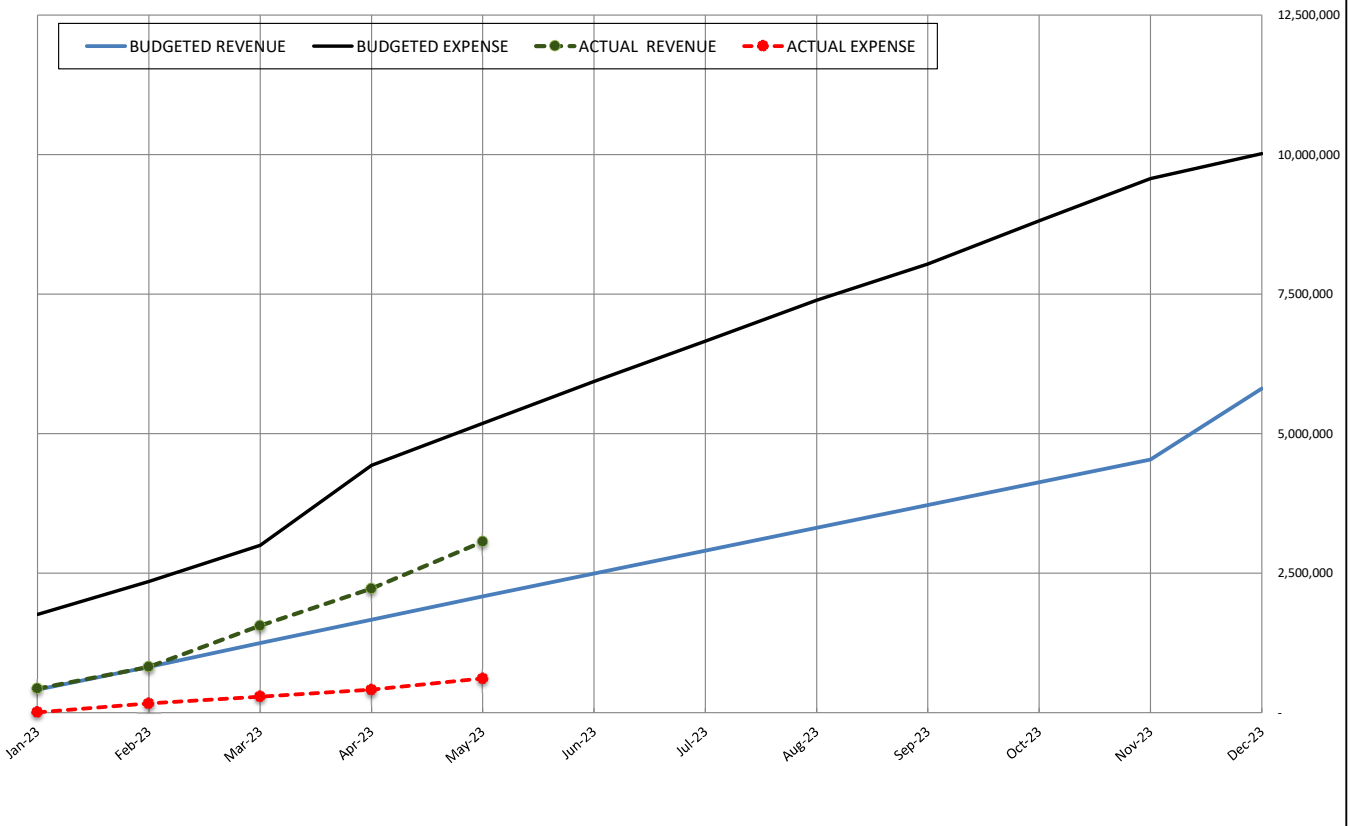
## LITTLE THOMPSON WATER DISTRICT 2023 WORKING CAPITAL GRAPHICAL COMPARISON



### 2023 OPERATING REVENUE & EXPENSE CUMULATIVE



### 2023 NON OPERATING REVENUE & EXPENSE CUMULATIVE



**LITTLE THOMPSON WATER DISTRICT**  
**BALANCE SHEET**  
**May 31, 2023**

	Prior Month	YTD 2023	Actual 2022
<b>CURRENT ASSETS</b>			
Board Designated Reserves	\$ 19,478,557	\$ 19,376,253	\$ 19,943,591
Legally Restricted Cash	\$ 22,129,616	\$ 22,071,977	\$ 22,207,414
Cash In Lieu	<u>\$ 2,118,860</u>	<u>\$ 2,313,860</u>	<u>\$ 1,656,260</u>
<b>Total Cash &amp; Cash Equivalents</b>	<b><u>\$ 43,727,034</u></b>	<b><u>\$ 43,762,090</u></b>	<b><u>\$ 43,807,265</u></b>
<b>ACCOUNTS RECEIVABLE</b>			
A/R - Water Revenue	\$ 618,750	\$ 780,242	\$ 692,696
A/R - Misc Revenue	\$ 381,493	\$ 94,003	\$ 152,156
Accrued Int Receivable	\$ 59,313	\$ 23	\$ 14,205
Projects Passthrough Projects	<u>\$ 104,046</u>	<u>\$ 265,947</u>	<u>\$ 68,893</u>
<b>Total Accounts Receivable</b>	<b><u>\$ 1,163,602</u></b>	<b><u>\$ 1,140,215</u></b>	<b><u>\$ 927,949</u></b>
<b>OTHER ASSETS</b>			
Inventory	\$ 495,244	\$ 470,308	\$ 469,674
Prepaid Expenses	<u>\$ 25,656</u>	<u>\$ 25,656</u>	<u>\$ 25,656</u>
<b>Total Other Assets</b>	<b><u>\$ 520,900</u></b>	<b><u>\$ 495,964</u></b>	<b><u>\$ 495,330</u></b>
<b>CAPITAL ASSETS</b>			
Filter Plant - Joint Venture	\$ 3,269,178	\$ 3,269,178	\$ 3,269,178
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	\$ 81,949,699	\$ 81,949,699	\$ 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	\$ 3,328,151	\$ 3,328,151	\$ 3,328,151
Construction in Progress	\$ 12,473,549	\$ 12,473,549	\$ 12,464,539
Accumulated Depreciation	\$ (40,306,629)	\$ (40,306,629)	\$ (35,821,410)
Water Rights	<u>\$ 108,692,679</u>	<u>\$ 108,692,679</u>	<u>\$ 108,692,679</u>
<b>Total Capital Assets</b>	<b><u>\$ 197,487,174</u></b>	<b><u>\$ 197,487,174</u></b>	<b><u>\$ 201,972,393</u></b>
<b>Total Assets</b>	<b><u>\$ 242,898,710</u></b>	<b><u>\$ 242,885,444</u></b>	<b><u>\$ 247,202,937</u></b>
<b>CURRENT LIABILITIES</b>			
A/P - Supplies	\$ 1,137,336	\$ 984,445	\$ 1,140,227
Wages Payable	\$ 529,571	\$ 529,633	\$ 534,594
Bond/Loan Interest Payable	\$ 94,219	\$ 94,219	\$ 94,219
Current Portion Long Term Debt	<u>\$ (155,055)</u>	<u>\$ (155,055)</u>	<u>\$ (155,055)</u>
<b>Total Current Liabilities</b>	<b><u>\$ 1,606,072</u></b>	<b><u>\$ 1,453,241</u></b>	<b><u>\$ 1,613,985</u></b>
<b>LONG TERM LIABILITIES</b>			
Bonds & Notes Payable	\$ 32,109,778	\$ 32,109,778	\$ 32,109,778
Unamortized Premiums - Discounts	<u>\$ 770,967</u>	<u>\$ 770,967</u>	<u>\$ 770,967</u>
<b>Total Long Term Liabilities</b>	<b><u>\$ 32,880,744</u></b>	<b><u>\$ 32,880,744</u></b>	<b><u>\$ 32,880,744</u></b>
<b>Total Liabilities</b>	<b><u>\$ 34,486,816</u></b>	<b><u>\$ 34,333,986</u></b>	<b><u>\$ 34,494,729</u></b>
<b>NET ASSETS</b>			
NET ASSETS	\$ 208,222,988	\$ 208,222,988	\$ 204,895,212
Net Revenue Over Expenses	<u>\$ 188,906</u>	<u>\$ 328,470</u>	<u>\$ 7,812,995</u>
<b>Total Equity</b>	<b><u>\$ 208,411,894</u></b>	<b><u>\$ 208,551,458</u></b>	<b><u>\$ 212,708,207</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>\$ 242,898,710</u></b>	<b><u>\$ 242,885,444</u></b>	<b><u>\$ 247,202,937</u></b>

**LITTLE THOMPSON WATER DISTRICT  
INCOME AND EXPENSE SUMMARY  
FOR MONTH ENDING May 31, 2023**

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2023 YTD Actual	2023 YTD Budget	YTD Comp Bud/Act	2023 Adopted Budget
<b>OPERATING REVENUE</b>							
Water Revenue Base Fee	317,328	318,795	(1,467)	1,579,179	1,565,207	13,972	3,813,445
Water Revenue Tier I	160,785	134,817	25,968	601,400	550,068	51,332	1,574,885
Water Revenue Tier II	113,408	209,879	(96,471)	276,023	416,750	(140,727)	2,503,350
Water Revenue Tier III	37,788	84,264	(46,476)	101,634	171,621	(69,987)	1,526,805
Water Revenue Tier IV	70,271	115,380	(45,109)	279,364	420,077	(140,713)	1,829,183
Water Revenue Tier V	27,269	63,961	(36,692)	85,580	185,324	(99,744)	1,237,475
Water Surcharge	-	-	-	-	-	-	42,000
Water Revenue Wholesale	28,342	27,500	842	81,181	137,500	(56,319)	342,000
Water Revenue Rental	9,838	10,000	(162)	35,863	35,000	863	40,000
Bulk Water Revenue	-	25,000	(25,000)	33,691	65,000	(31,309)	212,000
Other Revenue	4,641	6,065	(1,424)	26,354	30,820	(4,466)	61,160
Windy Gap Firming Passthrough	-	-	-	1,256,333	1,256,333	0	1,256,333
<b>Total Operating Revenue</b>	<b>769,670</b>	<b>995,661</b>	<b>(225,991)</b>	<b>4,356,603</b>	<b>4,833,700</b>	<b>(477,097)</b>	<b>14,438,636</b>
<b>OPERATING EXPENSES</b>							
Water Treatment	146,785	167,038	(20,253)	865,332	757,961	107,371	2,017,931
System Maintenance	131,565	91,175	40,390	482,785	454,350	28,435	1,059,700
Administration and General	139,371	165,256	(25,885)	470,514	579,725	(109,211)	1,040,262
Engineering	2,220	13,100	(10,880)	38,756	124,610	(85,854)	365,560
Assessments	36,587	1,000	35,587	2,276,754	2,455,500	(178,746)	2,462,500
Joint Operations	2,476	25,870	(23,394)	41,986	109,400	(67,414)	289,265
St Vrain Authority Operations	7,745	-	7,745	12,745	75,000	(62,255)	75,000
Wages & Benefits	325,473	383,976	(58,503)	1,803,522	2,035,190	(231,668)	4,727,472
Bond & Loan Payments	489,136	686,975	(197,839)	489,136	686,975	(197,839)	2,337,056
<b>Total Operating Expenses</b>	<b>1,281,358</b>	<b>1,534,390</b>	<b>(253,032)</b>	<b>6,481,531</b>	<b>7,278,711</b>	<b>(797,180)</b>	<b>14,374,746</b>
<b>Operating Gain(Loss)</b>	<b>(511,688)</b>	<b>(538,729)</b>	<b>27,041</b>	<b>(2,124,928)</b>	<b>(2,445,011)</b>	<b>320,083</b>	<b>63,890</b>
<b>NON OPERATING REVENUE</b>							
Plant Investment Fees	362,600	211,758	150,842	1,280,800	1,058,790	222,010	2,541,096
Cash in Lieu of Water Rights	-	132,708	(132,708)	657,600	663,540	(5,940)	1,592,496
NonRes Cash in Lieu of Water	286,000	-	286,000	286,000	-	286,000	-
Water Resource Fee	35,000	18,750	16,250	124,500	93,750	30,750	225,000
Tap Installation Revenue	24,500	22,458	2,042	99,600	112,290	(12,690)	269,496
Interest Income	85,645	15,000	70,645	422,234	75,000	347,234	180,000
Native Water Dedication Fee	-	15,000	(15,000)	4,500	15,000	(10,500)	15,000
Gain (Loss) Sale of Asset	-	-	-	-	-	-	-
Other Fees	48,775	7,500	41,275	175,121	38,500	136,621	96,250
Passthrough Revenue	-	-	-	12,650	25,575	(12,925)	887,875
<b>Total Non Operating Revenue</b>	<b>842,519</b>	<b>423,174</b>	<b>419,345</b>	<b>3,063,005</b>	<b>2,082,445</b>	<b>980,560</b>	<b>5,807,213</b>
<b>NON OPERATING EXPENSES</b>							
Capital Improvements - District	62,060	550,142	(488,082)	260,069	2,398,411	(2,138,342)	6,331,807
Vehicles & Equipments Costs	60,110	-	60,110	75,952	113,300	(37,348)	118,300
Water Right Purchases	-	-	-	-	800,000	(800,000)	800,000
Water Rights - Windy Gap	-	-	-	-	-	-	-
Water Rights Adjudication	10,350	200,000	(189,650)	54,069	1,020,000	(965,931)	1,920,000
St Vrain Authority Treatment	-	-	-	-	-	-	-
<b>Total Capital Costs - District</b>	<b>132,520</b>	<b>750,142</b>	<b>(617,622)</b>	<b>390,090</b>	<b>4,331,711</b>	<b>(3,941,621)</b>	<b>9,170,107</b>
Capital Improvements - Joint	66,493	-	66,493	219,518	850,625	(631,107)	850,625
<b>Total Non Operating Expenses</b>	<b>199,013</b>	<b>750,142</b>	<b>(551,129)</b>	<b>609,608</b>	<b>5,182,336</b>	<b>(4,572,728)</b>	<b>10,020,732</b>
<b>Non Operating Gain(Loss)</b>	<b>643,507</b>	<b>(326,968)</b>	<b>970,475</b>	<b>2,453,397</b>	<b>(3,099,891)</b>	<b>5,553,288</b>	<b>(4,213,519)</b>
<b>Net Revenue Over Expenses</b>	<b>131,819</b>	<b>(865,697)</b>	<b>997,516</b>	<b>328,470</b>	<b>(5,544,902)</b>	<b>5,873,372</b>	<b>(4,149,629)</b>

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 5.5

Staff: Brad Eaton, District Engineer

**Subject:** Gopher Gulch RV Park, Main Line Water Extension Agreement

**Staff Recommendation:** Staff recommends execution of the subject agreement that was approved in form by the Board on October 10, 2019.

**Discussion:**

Gopher Gulch RV park is a new RV park under construction and is located directly north and east of Highway 66 and Weld County Road (WCR) 5 which is annexed into the Town of Mead and will be served by LTWD.

To facilitate water service, the owners, Chris and Linda Cain, have been required to install offsite waterlines involving approximately 2,600 feet of 12-inch waterline along WCR 5 and approximately 2,000 feet of waterline along Highway 66.

In October of 2019, Mr. & Mrs. Cain requested the Board enter into a Main Line Water Extension Agreement for the offsite improvements with a reimbursement percentage (connection fee) of 25% of actual construction costs and a rebate period of 10 years, to which the Board approved in form, at the October 2019 meeting.

**Staff Recommendation:**

The offsite waterlines described above are now substantially complete and have satisfied initial acceptance testing. Mr. & Mrs. Cain have conveyed ownership to the District via the District's Bill of Sale, which includes the actual construction costs. Mr. & Mrs. Cain have therefore satisfied the requirements of the subject agreement and it is the recommendation of staff to execute the subject agreement, attached herein.

# Main Line Water Extension Agreement

This Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between

LITTLE THOMPSON WATER DISTRICT, hereinafter called the "District" and GGRV, LLC,

hereinafter called "Customer", is upon the following terms and conditions, to-wit:

1. The District is organized as a special district under laws of the State of Colorado serving treated water within the District as may now be established, or as hereinafter established. The Customer is either a taxpaying elector within the District, or desires to receive water service and to join the District.
2. The Customer desires to obtain water service for the "Property" described in this Agreement.
3. The Customer shall pay for and provide all water mains either within or without the boundaries of the District in order to provide water service to the Property; but the District must approve construction by the Customer, or the Customer's contractor, upon terms approved by the District.
  - A. Prior to commencement of construction and installation, the District must approve such construction by the Customer, or the Customer's contractor by a written agreement providing for the terms of such installation, including requirements that the materials used shall meet all standards of the District and that provides for inspection by the District of the construction of such water mains. The cost of all construction, labor and materials shall be paid by the Customer. The Customer shall reimburse the District for any and all costs and expenses incurred by the District due to subsequent changes by the Customer which may be approved by the District in writing.
  - B. If the installation is constructed by the Customer, or the Customer's contractor, the Customer shall transfer all right, title and interest in and to the facilities installed as well as all easements and appurtenances and other necessary property rights to the District by good and sufficient assignment or bill of sale or general warranty deed. Such transfer shall be made free and clear of all liens and encumbrances, and the Customer shall furnish sufficient evidence of title or a "Form 100" title policy if required by the District. The Customer shall furnish mechanic's lien releases or a good and sufficient performance and payment bond pursuant to the Colorado Mechanic's Lien Law in order to insure that all construction costs have been paid in full. All labor and materials shall be warranted for defects of any kind by Customer and Customer's contractor for one year from the date of acceptance of such facilities by the written acceptance of such facilities. The District, upon receipt of the documents of transfer and evidence of title, shall consider whether to accept or reject the installation. If the Customer has complied with this Agreement and all other conditions precedent to the acceptance of the facilities, the District shall approve and accept the transfer and shall thereafter assume operation and maintenance of the lines. In no event shall the District assume ownership, operation or maintenance of any installation on the service side of the metering installation for the Property.
4. The District will provide service in accordance with its rules and regulations and line extension policies as now adopted or as may be hereafter adopted or amended by the District. The Customer shall commence payment of established rates of the District, including minimum fees, on the date of installation of a tap and water is available for use at the tap.
5. The District, pursuant to the terms of this Agreement, will only be obligated to serve the tap size shown on this Agreement.
6. The terms of this Agreement shall apply to the Property described herein, and the taps hereinafter provided may be used only upon said Property. The parties hereto agree that this Agreement shall be treated as personal property and not real property.
7. The Customer shall provide the District with an accurate copy of the final plat of the Property to be served by the District. If the plat must be approved by the County Commissioners, then a recorded copy of the plat with the Clerk and Recorder of the Colorado County in which the development is situated must be provided to the District.
8. Customer hereby grants to the District the right to enter upon the land of the Customer and on the Property as herein described to construct, operate and maintain the facilities herein described, together with the full right of ingress and egress, and to cut and trim trees and shrubbery to the extent necessary. The Customer, at Customer's sole cost and expense, shall obtain and convey to the District all easements required by the District, and the District shall not be responsible for any delay in providing service in the event of failure to provide such easements. Furthermore, failure to provide easements required by the District will cause this Agreement to become null and void and of no further force and effect, and the Customer shall forfeit all money or rights theretofore transferred to the District.
9. If treated water cannot be served by the District because of acts of God, governmental authority, action of the elements, accident, strikes, labor trouble, inability to secure materials or equipment, or any cause beyond the reasonable control of the District, the District shall not be liable therefore or for damages, costs or expenses caused thereby.
10. Water service shall be provided to Customers located within the Property at the District's applicable rates, and upon terms and conditions now in effect or at the rates and under the terms and conditions as may be hereafter be adopted by the District and upon the rules and regulations as now established or as may hereafter be established by the District. No water service may be obtained except upon property included within the boundaries of the District. Customer agrees that no other person shall be permitted to use water provided by the taps herein described.
11. In the event that construction of the water mains is not completed by the Customer or the Customer's contractor on or before 2 years from the date of this Agreement, then this Agreement shall become null and void. Customer shall pay all expenses incurred by the District as a result of Customer's failure to construct or complete the water mains.
12. Customer shall provide water rights to the District in accordance with District policies, rules and regulations.
13. The District agrees to allow installation of the number of taps hereinafter provided within the Property. No taps will be served by the District until all of the terms and conditions of this Agreement have been fulfilled by the Customer, including, but not limited to, the transfer of water rights. The taps may not be used on any property other than that described herein without the express prior written consent of the District to such transfer. Customer may not encumber, mortgage or collaterally assign the taps without the prior written consent of the District thereto. In all other respects the taps or water rights credit shall be treated as personal property.
14. Because installation of certain facilities to the Property may benefit property owned by other customers of the District, the District may pay tap rebates to the Customer upon receipt of a fully paid tap fee from another party to serve property not included within the Property. These

tap rebates will be paid in accordance with the District policies, rules and regulations as may be amended from time to time and the Customer should familiarize themselves with such policies, rules and regulations, as may be amended. The parties hereto agree that such tap rebates will be made for a period of time set forth below ("Rebate Time Period"). If no Rebate Time Period is set forth below, such Rebate Time Period shall be 10 years from the date of this Agreement. Upon expiration of the Rebate Time Period, the District shall have no further obligation to make refunds. The total amount of the tap rebates will not exceed the Customer's cost for the improvements.

15. The Customer agrees to abide by all rates established and policies, rules and regulations of the District as now established or as may hereafter be established by the District. Customer hereby acknowledges that such rates, policies, rules and regulations of the District are subject to change at any time without notice to Customer or any other person or entity. District shall not be liable for any injury or damage for failure to deliver water for any reason including but not limited to war, riot, insurrection, Act of God, or breaks or failure of the water system.
16. No agent or representative of the District has the power to amend, modify, alter or waive any provisions of this Agreement. Any promises, agreements, or representations made by any agent or representative of the District not herein set forth shall be void and of no further force and effect.
17. The Customer understands and agrees that all amounts due under the terms of this Agreement, as well as all fees, rates, tolls, penalties, or charges for services, programs, or facilities furnished by the District constitute a perpetual lien on the Property herein described, and that such lien may be foreclosed in the same manner as provided by the laws of the State of Colorado for the foreclosure of mechanic's liens. §32-1-1001(1)(j), C.R.S., as amended. In the event Customer fails to abide by any of the terms or conditions of this Agreement, Customer agrees to pay all fees, costs and expenses incurred by the District as a result of the breach including, but not limited to, direct and consequential damages, loss of revenue, attorneys fees, court costs, expert witness fees and any and all other expenses.
18. This Agreement shall be binding upon and inure to the benefit of the heirs, personal representatives, successors and assigns of the parties hereto. Except as provided herein, the Customer may not assign all or any part of any interest in the Agreement to any person.

IN WITNESS WHEREOF, the parties hereto have set their signatures the day and year first above written.

LITTLE THOMPSON WATER DISTRICT

CUSTOMER

By: \_\_\_\_\_

By: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

- 1.) Real Estate Description for Agreement ("Property"): 2343 Highway 66, Longmont, CO 80504
- 2.) Commitment Letter attached  Yes  No – Commitment Letter On File
- 3.) Individual Tap Rebate Amount: \$2500
- 4.) Rebate Time Period: 10 years.
- 5.) Line Connection Fee: 25 %
- 6.) Tap Size: 5/8 x 3/4 inches.
- 7.) Number of taps to be installed: No known taps to be installed at this time.
- 8.) Plat Provided?  Yes  No – On File
- 9.) Project Name: Gopher Gulch RV Park



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



**District Manager:**  
 Amber Kauffman, PE  
 835 E Highway 56  
 Berthoud, CO 80513

P 970.532.2096  
 F 970.532-3734  
[www.LTWD.org](http://www.LTWD.org)

**BILL OF SALE AGREEMENT**

The undersigned hereby formally transfers and assigns to the Little Thompson Water District all rights of ownership of the water system improvements installed at the Gopher Gulch RV Park located in the County of Weld, Town of Mead, State of Colorado. This project installed approximately 2015 LF of 16 inch water main on the north side of CO HWY 66 beginning at the intersection of Weld County Road 5 and installed approximately 2637 LF of 12 inch water main along Weld County Road 5. Grantor warrants that all subject improvements are free and clear of liens and encumbrances.

The water system improvements are more specifically described as follows:

**16" Water Main**

16" C900 Water Main	2,015	LF	108.60	\$218829
16" Blow Off Assembly w/ Automated Valve (electric by others)	2	EA	\$12933.72	\$25867
16" x 6" Fire Hydrant Assembly (inc. tee, valve, lead and hydrant)	2	EA	\$9589.68	\$19179
16" x 8" Tee w/ TB	2	EA	\$4926.40	\$9853
16" Gate Valve	8	EA	\$14829.32	\$119435
16" Water Main Lowering	1	EA	\$8929.32	\$8929
16" x 6" Tee w/ TB	1	EA	\$4926.40	\$4926
Pressure Test and Clear Water Test Main	2,015	LF	\$3.32	\$6690
			Subtotal 16" Main	\$413708


**12" Water Main**

Connect to Existing 12", Remove 12" Plug and B.O.	1	EA	\$8266.92	\$8267
12" C900 Waterline	2,637	LF	\$78.66	\$207426
12" C900 Waterline Extra Footage Due to New Alignment (new material of 80' @ \$101/LF and bedding)	80	LF	\$121.20	\$9696
12" C900 Waterline CR 5 Crossing	1	LS	\$2940.00	\$2,940
12" Gate Valve Assembly	8	EA	\$9478.09	\$75825
12" x 6" Fire Hydrant Assembly (cip) (tee, valve, lead, hydrant)	2	EA	\$8893.69	\$17787
12" x 2" Air Vac Assembly in Vault	2	EA	\$3815.10	\$7630
12" x 2" Blow Off Assembly, Kupferle	1	EA	\$12933.72	\$12934
12" x 6" Swivel Tee w/ TB	1	EA	\$5725.20	\$5725
12" 90 Degree Bend w/ TB	2	EA	\$5737.32	\$11475
Pressure Test, Clear Water Test Main	2,637	LF	\$3.32	\$8755
Dewatering (through wetlands)	830	LF	\$15.00	\$12450
Ground Water Trench Stabilization (through wetlands)	830	LF	\$33.66	\$27938
			Subtotal 12" Main	\$408848

Grantor's total cost of water main extension and dollar amount dedicated to the District

\$822556.00 \_\_\_\_\_.

Signed and dated this 15<sup>th</sup> day of June 20 23.

 manages GGRV LLC  
Signature of Owner/Grantor

Print Name: Chris Cain

Address: 1675 Co Road 26

City: Longmont State: CO Zip: 80504

Phone: 303.591.3404

**Agenda Item Summary**  
Little Thompson Water District

Date: June 22, 2023

Item: 6.1

Staff: Angela Diekhoff-Business Manager

**Subject:** 2022 Audited Financial Statements and Supplementary Information

**Staff Recommendation:** Staff recommends acceptance of the 2022 Audited Financial Statements.

**Discussion:**

Eric Miller with The Adams Group, LLC will be presenting the 2022 Year-End Audit Report in person at the June Board meeting. Draft was received Friday, Angela and Amber want to review it and will send the draft to the board members no later than Wednesday before the board meeting.

**Agenda Item Summary**  
Little Thompson Water District

Date: June 22, 2023

Item: 6.2

Staff: Amber Kauffman

**Subject:** Third Amendment to the 2002 Town of Johnstown IGA

**Staff Recommendation:** For Approval.

**Discussion:**

Matt LeCerf, Town Manager for the Town of Johnstown (Johnstown), and I have been working steadily to revise the current Intergovernmental Agreement (IGA) that Johnstown and the District have. We are working to replace the two IGA's currently in place with one. We believe the IGA will be complete in the next month or two but are asking for an extension of the current IGA until the end of September to ensure the document is complete and has adequate time for legal review. In August of 2022 the Board approved the First Amendment to the 2002 Town of Johnstown IGA with an extension to March 31, 2023, and then in April of 2023 the Town and Board approved a second amendment that extended the deadline to June 30, 2023. Due to flooding issues and scheduling issues, Mr. LeCerf has been unable to spend the required time on the topic. We are therefore requesting another extension to December 31, 2023, to finalize a new IGA.

**THIRD AMENDMENT TO INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE TOWN OF JOHNSTOWN AND  
THE LITTLE THOMPSON WATER DISTRICT**

THIS THIRD AMENDMENT TO INTERGOVERNMENTAL AGREEMENT (“Third Amendment”) is made and entered into on this \_\_\_ day of \_\_\_\_\_, 2023, by and between the TOWN OF JOHNSTOWN, COLORADO, a home-rule municipality of the Counties of Larimer and Weld, State of Colorado (“Town”), and the LITTLE THOMPSON WATER DISTRICT, a special district organized pursuant to Colorado law (“District”) (collectively, the “Parties”).

**RECITALS**

WHEREAS, on or about October 21, 2002, the Parties entered into that certain Intergovernmental Agreement concerning, among other matters, the establishment of emergency and temporary water service (“2002 Agreement”); and

WHEREAS, the 2002 Agreement provides that it shall remain in full force and effect for twenty (20) years, to and including October 21, 2022, and that, during the year prior to termination, the Parties shall review the 2002 Agreement for purposes of considering the advisability of extending, altering or modifying the terms thereof; and

WHEREAS, on or about January 21, 2009, the Parties entered into a separate Intergovernmental Agreement concerning, among other matters, the designation of water providers for properties within the Town for a term of twenty (20) years (“2009 Agreement”), providing that, if any terms conflict with the 2002 Agreement, the terms of 2009 Agreement will control; and

WHEREAS, the Parties are diligently negotiating the terms of a new agreement, but have not concluded such negotiations; and

WHEREAS, Section 9.08 of the 2002 Agreement provides that the Parties may modify the 2002 Agreement in writing; and

WHEREAS, to effectuate the foregoing, on or about August 15, 2022, the Parties entered into that certain First Amendment to Intergovernmental Agreement, extending the term of the 2002 Agreement to March 1, 2023; and

WHEREAS, to allow the Parties additional time to finalize a new agreement, on or about April 17, 2023, the Parties entered into that certain Second Amendment to Intergovernmental Agreement, extending the term of the 2002 Agreement to June 30, 2023; and

WHEREAS, because the Parties have not yet finalized a new agreement, the Parties desire to enter into this Third Amendment to extend the term of the 2002 Agreement to December 31, 2023.

**AGREEMENT**

NOW, THEREFORE, in consideration of the terms, conditions and covenants set forth in this Third Amendment and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Recitals. The Recitals set forth above are incorporated herein by reference.

2. Amendment. Paragraph 7 of the 2002 Agreement is hereby deleted in its entirety and in its place inserted the following:

7. **Term**. This Agreement shall remain in full force and effect until December 31, 2023. The Town and the District agree that not less than one (1) year prior to the expiration of the Agreement both parties shall jointly review the Agreement for the purpose of considering the advisability of extending, altering or modifying this Agreement.

3. Effect of Amendment. Except as expressly provided in this Third Amendment, the 2002 Agreement has not been amended, supplemented or altered in any way by this Third Amendment and the Agreement shall remain in full force and effect in accordance with its terms. If there is any inconsistency between the terms of the Agreement and the terms of this Third Amendment, the provisions of this Third Amendment will govern and control.

IN WITNESS WHEREOF, the Parties have executed this Third Amendment as of the date set forth above.

**THE TOWN OF JOHNSTOWN,**  
a home-rule municipality of the  
State of Colorado

ATTEST:

By: \_\_\_\_\_  
Hannah Hill, Town Clerk \_\_\_\_\_

By: \_\_\_\_\_  
Troy Mellon, Mayor

**LITTLE THOMPSON WATER DISTRICT,**  
a special district of the State of Colorado

ATTEST:

By: \_\_\_\_\_  
Amber Kauffman, Secretary \_\_\_\_\_

By: \_\_\_\_\_  
Emily McMurtrey, President

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 6.3

Staff: Amber Kauffman, District Manager

**Subject:** All-In Costs for Native Water

**Staff Recommendation:** Informational only

## Discussion:

This summary is intended to outline the costs of pursuing utilization of our native water shares in the Consolidated Home Supply Ditch and in the Handy Ditch Companies. All costs listed include engineering and legal costs for preparation for and assistance through water court; acquisition costs for easements including consultant time for preparation of legal documents for the easements, 1041 permitting, and easement costs themselves; consultant costs for the engineering design of infrastructure costs (pipelines and pump stations); and the construction costs of the infrastructure. This summary does not include purchase price for water shares or staff time for water court or design of facilities and does not separate costs for the two ditch companies. Additionally, the assumptions included in the estimates provide for an increase in the shares owned for additional dedication/acquisition for future growth and flows delivered at the maximum yield. This extension was produced at 3 percent growth to just over 25 years. Additionally, if the average flows are delivered instead of the maximum flows, the infrastructure will allow 35 years of growth (increased ownership of shares) at 3 percent. If more shares are acquired than projected, additional infrastructure may be required.

All costs should be considered conceptual level costs due to the timing of this estimate and the project timeline. Additionally, all costs are given in today's dollars. A presentation of the costs and their assumptions will be provided at the board meeting.

## **Water Court Costs** \$2,810,200 (estimate for current shares only)

General water court costs leave no tangible asset aside from the right to use water. These costs are projected based on total engineering and legal costs spent to date for water rights adjudication with increased costs for the path ahead as we get into water court with Handy simultaneously with the ongoing case for Home Supply and then taper down to wrap up the cases.

- Estimated Total Legal Cost: \$1,086,000
- Estimated Total Engineering Cost: \$1,725,000

**Capital infrastructure needs to account for:**

H2 Project: \$17,200,000

- Pipeline
  - ❖ 1041 Permitting
  - ❖ Easement acquisition for pipeline
  - ❖ Pipeline design
  - ❖ Pipeline construction cost
- Pump Station Design
- Pump Station Construction

RFO returns to LT River

Conceptual Cost with no additional participants: \$6,700,000.

Conceptual Cost with other participants (would promote cost sharing): \$11,700,000.

- Pump station design
- Pump station construction
- Pipeline design
- Pipeline construction
- Easement acquisition for pipeline

Mariano Pump Back: \$4,9500,000

This item has a potential cost share with Home Supply and Johnstown to reduce total cost to LTWD but would be larger at that time.

- Pump station design
- Pump station construction
- Pipeline design
- Pipeline construction
- Easement acquisition for pipeline

Estimated infrastructure costs (without operating costs) = \$28,800,000

Current share average annual yield = 1,313 acre-foot

Infrastructure cost per acre-foot = \$21,930

Estimated average yield at design 3,247 acre-foot

Infrastructure cost per acre-foot = \$8,870



# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 6.4

Staff: Amber Kauffman, District Manager

**Subject:** Platte River Power Authority (PRPA) Windy Gap Request for Bids

**Staff Recommendation:** For Discussion

**Discussion:** The PRPA is interested in selling five (5) units of Windy Gap this summer. The PRPA board authorized staff to sell a total of ten (10) units; however, staff would like to sell these units in two distinct sales. The details of the current request for bids have not been released (as of 6/14/2023) aside from the expected minimum bid of \$3.8 million per unit and that additional consideration would be given to proposals that present the best value for PRPA and its member agencies. At an average yield of 40 acre-feet per unit (ac-ft/unit), the cost per acre-foot (ac-ft) is \$95,000. For comparison, the average yield of C-BT units is 0.7 ac-ft and the cost per share is approximately \$72,000 which translates to a cost per acre-foot of \$103,000. Based on LTWD's firm yield assignment of C-BT at 0.50 ac-ft/unit the cost per ac-ft of C-BT units is \$144,000.

District staff would like to continue to invest in east slope waters; however, the opportunity to purchase additional Windy Gap units does not come up very often. It is anticipated that the bids will be due in August and may be due prior to LTWD's board meeting in August. Given the timeline, staff would like direction from the Board this month. The conversation will predominantly occur in executive session so that the Board can "determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators."

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 6.5

Staff: Amber Kauffman, District Manager

**Subject:** Carter Lake Filter Plant

**Staff Recommendation:** Informational Only

**Discussion:**

The CLFP board packet was forwarded to the LTWD board on Thursday, June 8. Additional information and action that occurred at the meeting on Wednesday, June 14 is summarized below:

**Pretreatment:** NoCo Engineering is waiting on procurement documents for the Dissolved Air Flootation (DAF) equipment. These documents will specify the size of the equipment as well as the cost and are due June 21.

NoCo Engineering will need to meet with Northern Water to discuss a new connection to the St. Vrain Supply Canal and additional capacity purchase for the canal. This connection may include improvements at the canal or a new headgate.

NoCo Engineering is working on designing/contracting some piping changes at the south plant for this fall/winter in order to streamline the pretreatment contractor's work such that it will not affect production at the south plant during the pretreatment plant construction.

**Dry Creek:** Plant staff met with Solitude Lake Management Company to determine a path for algaecide application. Rick is expecting a proposal from them in the coming weeks.

**Phone Lines:** Century Link has been less than helpful returning phone service to the plant. The lines were supposed to be up and running after one week but are still out of order. The Board asked Rick to look into other options including Rise Broadband, Hughes Net, and StarLink.

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 6.6

Staff: Amber Kauffman, District Manager

**Subject:** St. Vrain Water Authority (SVWA)

**Staff Recommendation:** Informational only

**Discussion:** The SVWA packet was forwarded to the Directors at LTWD on Tuesday, June 13. Below is the summary of discussion points from the meeting held on Monday, June 12.

The Board approved the fixed and variable rates by resolution. There was some concern from AJ Krieger, the Town of Firestone Manager, that the Authority had not entered into a water purchase agreement with the Town. However, Mr. Krieger said he would reread the Member Agreement to get more information.

The board will have a presentation by Vercada next month to discuss the water plant security systems and options for active and passive security systems. Portions of the presentation will be in executive session.

Substantial completion of the water plant was issued the week of June 5. The plant is not yet sending water into Firestone but is very close.

The website is up and running. If you are interested, you can see it at the following link of [www.stvrainwaterauthority.com](http://www.stvrainwaterauthority.com). All board agendas, packets, and meeting minutes will be posted there along with contact information for the Authority. The board will also entertain a resolution to post all notices online next month.

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 6.7

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 meetings. The meetings are generating a lot of discussion and questions as to how the system will operate after the initial filling of the reservoir and how it may impact Windy Gap allottees that have no storage in Chimney Hollow. The end goal is an operations agreement or operational guidelines for the system.

### Windy Gap Deliveries

As of June 6, there was approximately 2,000 acre-feet (ac-ft) of Windy Gap water in the system and Granby was near spilling. Participants were encouraged to take delivery of that water to reduce the potential amount that will spill. Deliveries through the Adams Tunnel were 101% of average despite the tunnel outage earlier this water year.

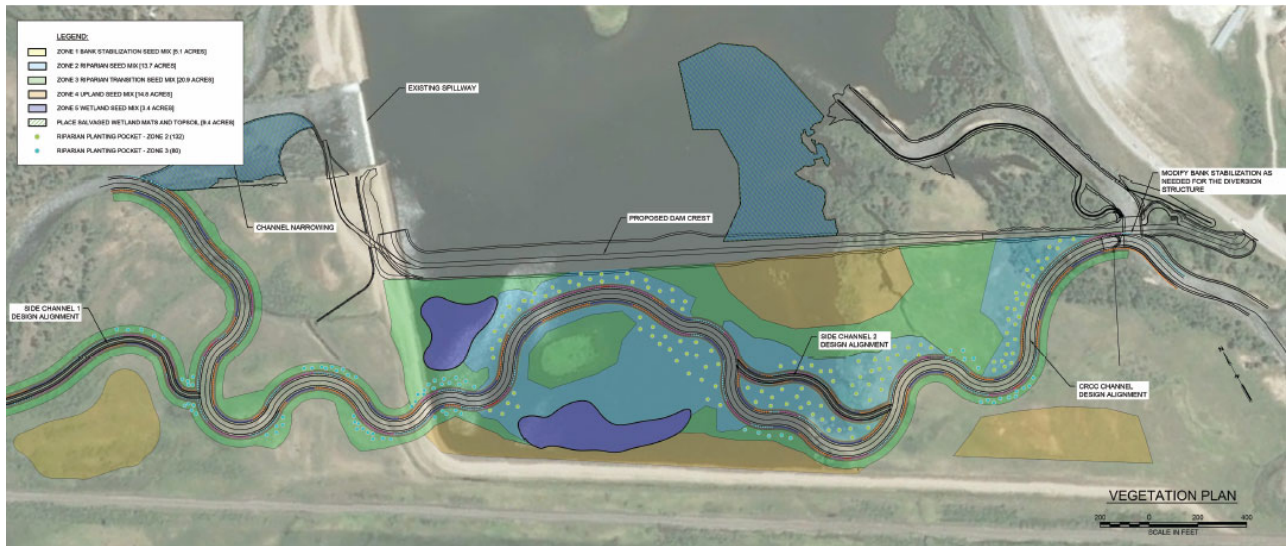
### Colorado River Connectivity Channel (CRCC)

The Upper Colorado River basin snowpack was near 214% of average. As such, runoff had created higher flows than anticipated and caused some scour in the embankment at Windy Gap

Reservoir. For reference, the scour occurred along the new embankment between the old reservoir and the realigned Colorado River seen in the schematic.

Damage was not significant but will cause some impact.





## Chimney Hollow

Hopefully everyone enjoyed the tour of Chimney Hollow. We definitely got lucky with the weather!



Weather has affected the production at Chimney Hollow and rainfall totals were significant over the construction site. On May 9 the rainfall over a two-hour span nearly reached a 100-year event. There was some contamination to the dam zone material by erosion carrying smaller particles into the wrong areas, spillway slab undermining, trench slope failures, inundation to the valve house foundation, inundation of the upstream portal, erosion of hillsides and access roads.



Despite the delays from the weather, the contractor estimates they are 13 days behind critical path schedule. Below are the intermediate milestones that are critical to the schedule.

## Intermediate Milestones

- ✓ Main Dam to Elev 5553: 3/28
- ✓ Complete Saddle Dam Rock Excavation: 3/30
- ✓ First 100 ft of upstream tunnel: 4/19
- Bald Mountain Interconnect mechanical / electrical: 6/28
- Main Dam to Elev 5601: 6/29
- Complete Saddle Dam Grout Cap: 7/25
- CH Conduit Installed: 8/15
- Complete Saddle Dam Grouting: 9/15
- Main Dam to Elev 5655: 9/22
- Main Dam Left Abutment Foundation: 9/27
- Carter Lake Interconnect Complete: 12/11/2023
- Main Dam to Elev 5691: 1/12/24



WGFP Mitigation Enhancements: No new news.

WGFP Enhancement Donor Fund Advisory Committee – no new news

**Agenda Item Summary**  
Little Thompson Water District

Date: June 22, 2023  
Item: 6.8 Public Hearing Action Item  
Staff: Judy O'Malley, Administrative Assistant

**Subject:** LTWD Weld County Inclusions – Resolution 2023-17  
LTWD Larimer Count Exclusions – Resolution 2023-18

**Staff Recommendation:** Staff recommends approval authorizing the Board President and Secretary to complete the documents required to include and exclude the properties, as listed below, to 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 2023-17**

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: Seth Zachary Haley & Elizabeth Anne Homan Haley  
Parcel Number: 120720401002  
Property Address: 14389 County Rd. 5, Longmont, CO 80504  
Legal Description: LOT 2 SUSAN HALEY PROPERTY MINOR PLAT, COUNTY OF WELD, STATE OF COLORADO

Property Owner: Liberty Grange Hall Inc. No. 459  
Parcel Number: 120721000006  
Property Address: 2029 Highway 66, Longmont, CO 80504  
Legal Description: 25582 PT SW4 21 3 68 BEG AT SW COR SW4 E322' N169' W322' S169' TO BEG, COUNTY OF WELD, 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."

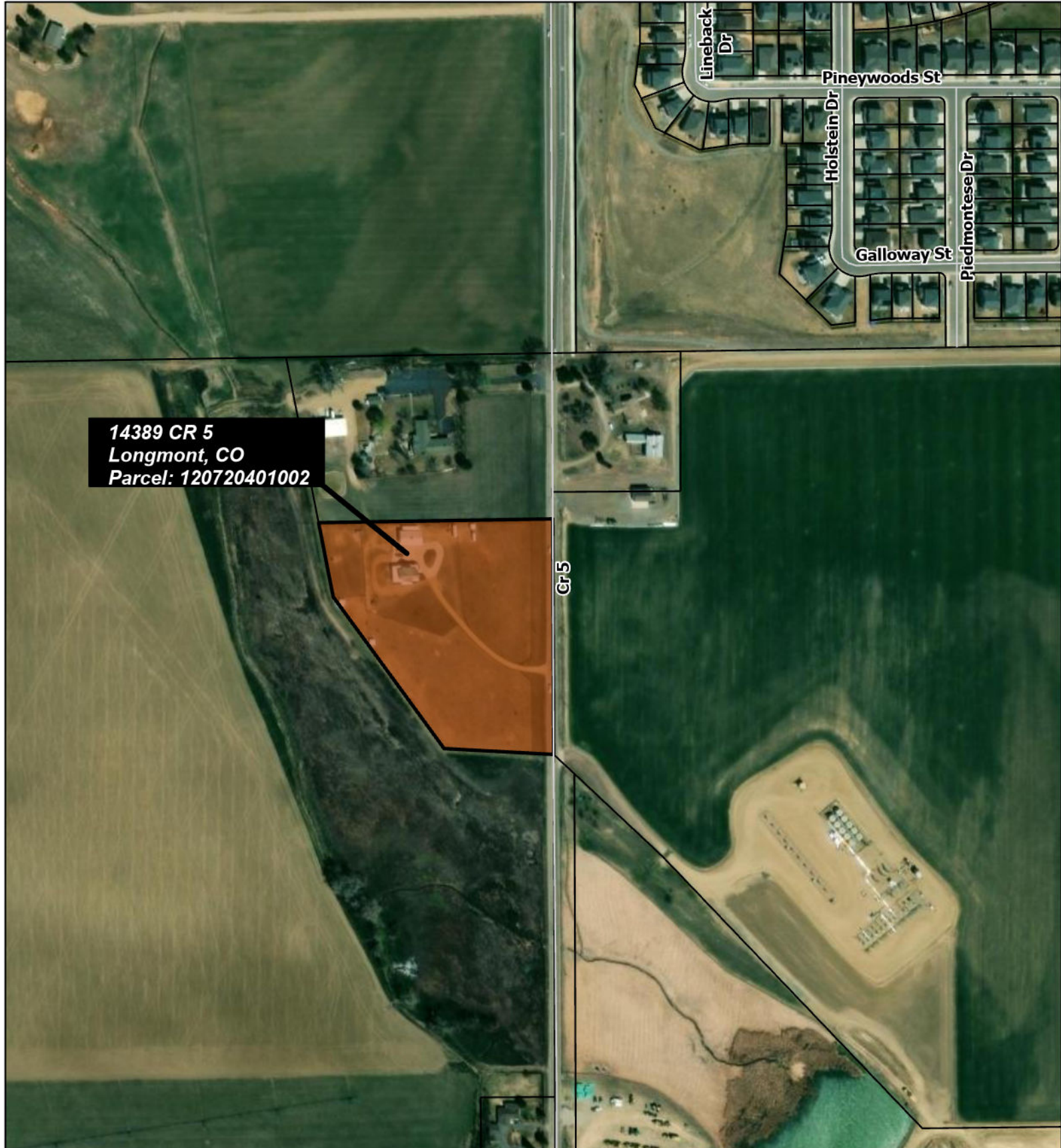
"I hereby certify that the above Resolution was duly and regularly adopted by the Little Thompson Water District at a meeting of the Board of Directors held on June 22, 2023."

\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

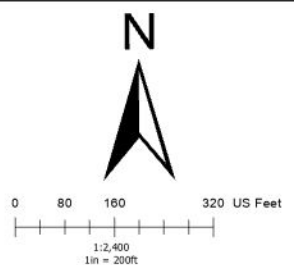
[SEAL]



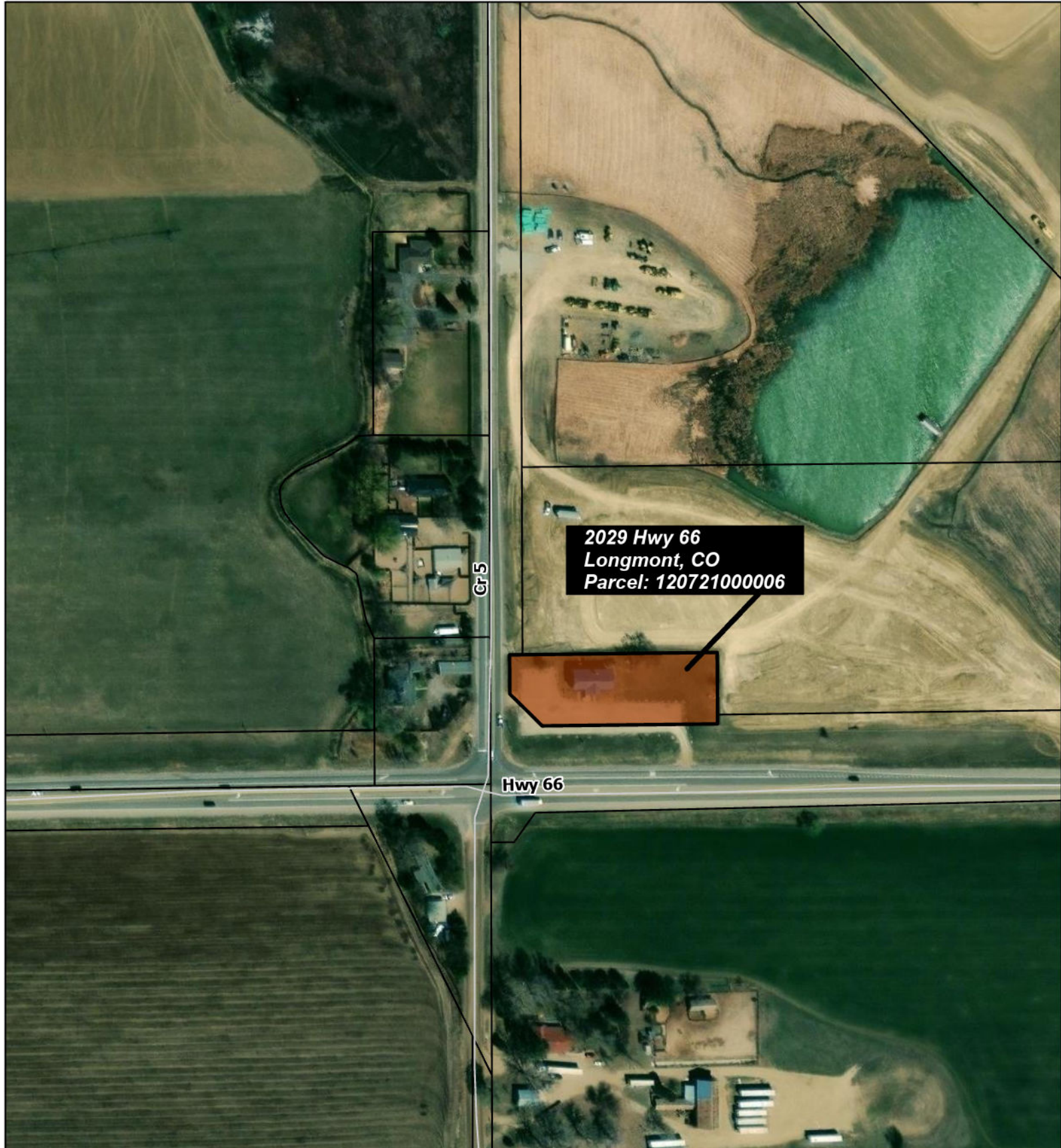


14389 CR 5  
Longmont, CO  
Parcel: 120720401002

# LTWD INCLUSION: SETH & ELIZABETH HALEY



This map is for display purposes only and is not survey accurate. Do not use for legal convenience. Map printed 6/2023.



2029 Hwy 66  
Longmont, CO  
Parcel: 120721000006

Hwy 66

Gr5

# LTWD INCLUSION: LIBERTY GRANGE HALL



0 50 100 200 US Feet  
1:2,400  
1in = 200ft

This map is for display purposes only and is not survey accurate.  
Do not use for legal convenience.  
Map printed 4/2023.

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

**RESOLUTION 2023-18**

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: Lightfoot LLC  
Parcel Number: 9422000019  
Property Address: 425 Meadowlark Dr., Berthoud, CO 80513  
Legal Description: BEG AT NE COR OF NW 1/4 22-4-69; BER, TH ALG N LN W 323.23 FT, S 0 44' 15" W 332.14 FT, S 89 15' 45" E 323.2 FT TO E LN OF NW 1/4, TH ALG SD E LN N 0 44' 15"E 336.3 FT TPOB; SUBJ TO RDS ALG E & N LNS, COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: LV34 Apartments LLC  
Parcel Number: 8516210001  
Property Address: 4386 Mountain Lion Dr., Loveland, CO 80537  
Legal Description: Lot 1, Block 2, CHILSON-STROH FARMS THIRD SUB, LOV, (20220048162), COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: LV34 Commercial Holdings LLC  
Parcel Number: 8516209001  
Property Address: N/A  
Legal Description: Lot 1, Block 1, CHILSON-STROH FARMS THIRD SUB, LOV, (20220048162), COUNTY OF LARIMER, STATE OF COLORADO

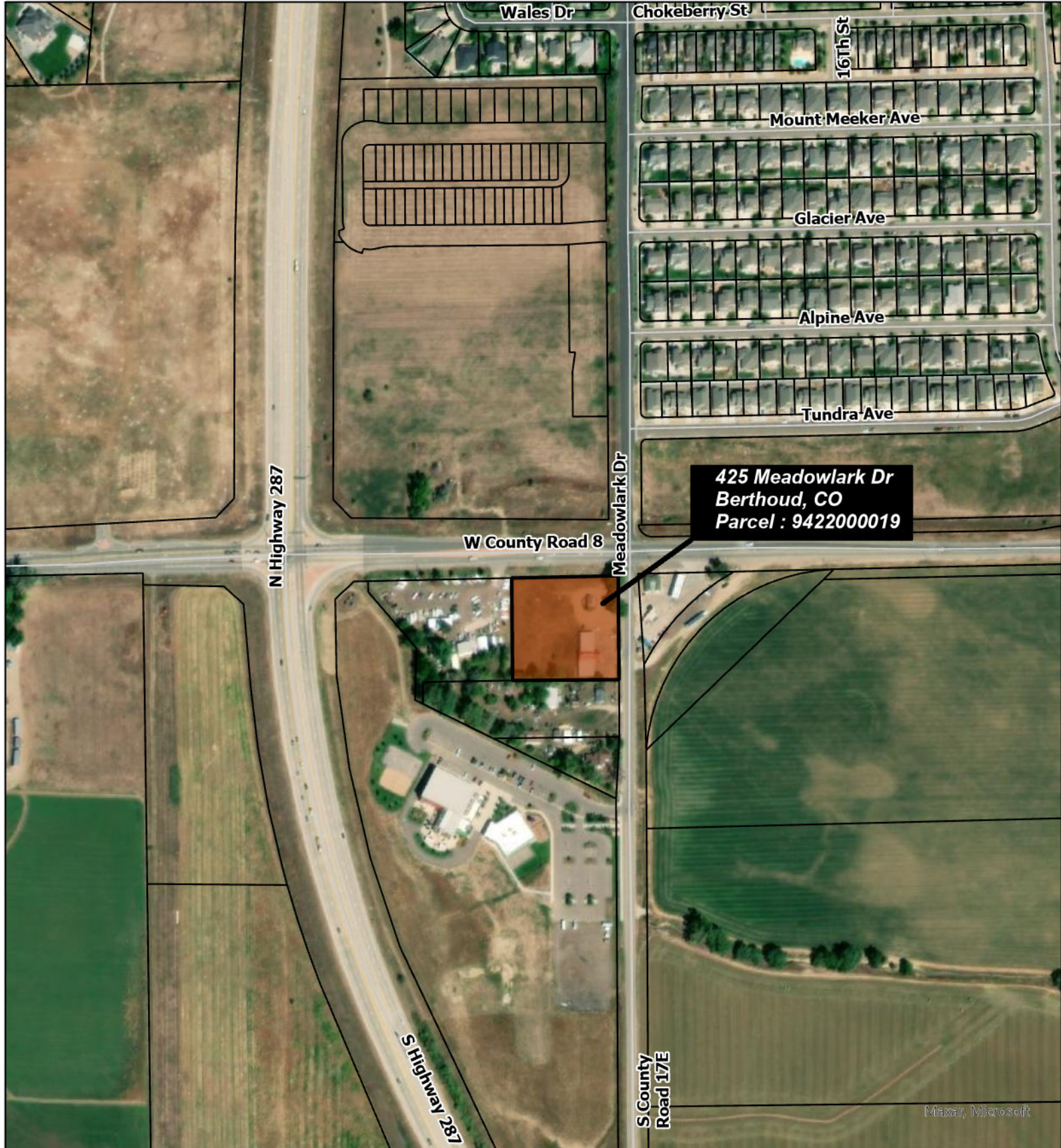
for the exclusion of their properties from said District. It is resolved that the President and Secretary of the District do any and all things necessary to exclude such properties from the District."

"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 June 22, 2022."

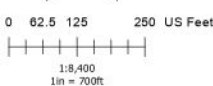
\_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

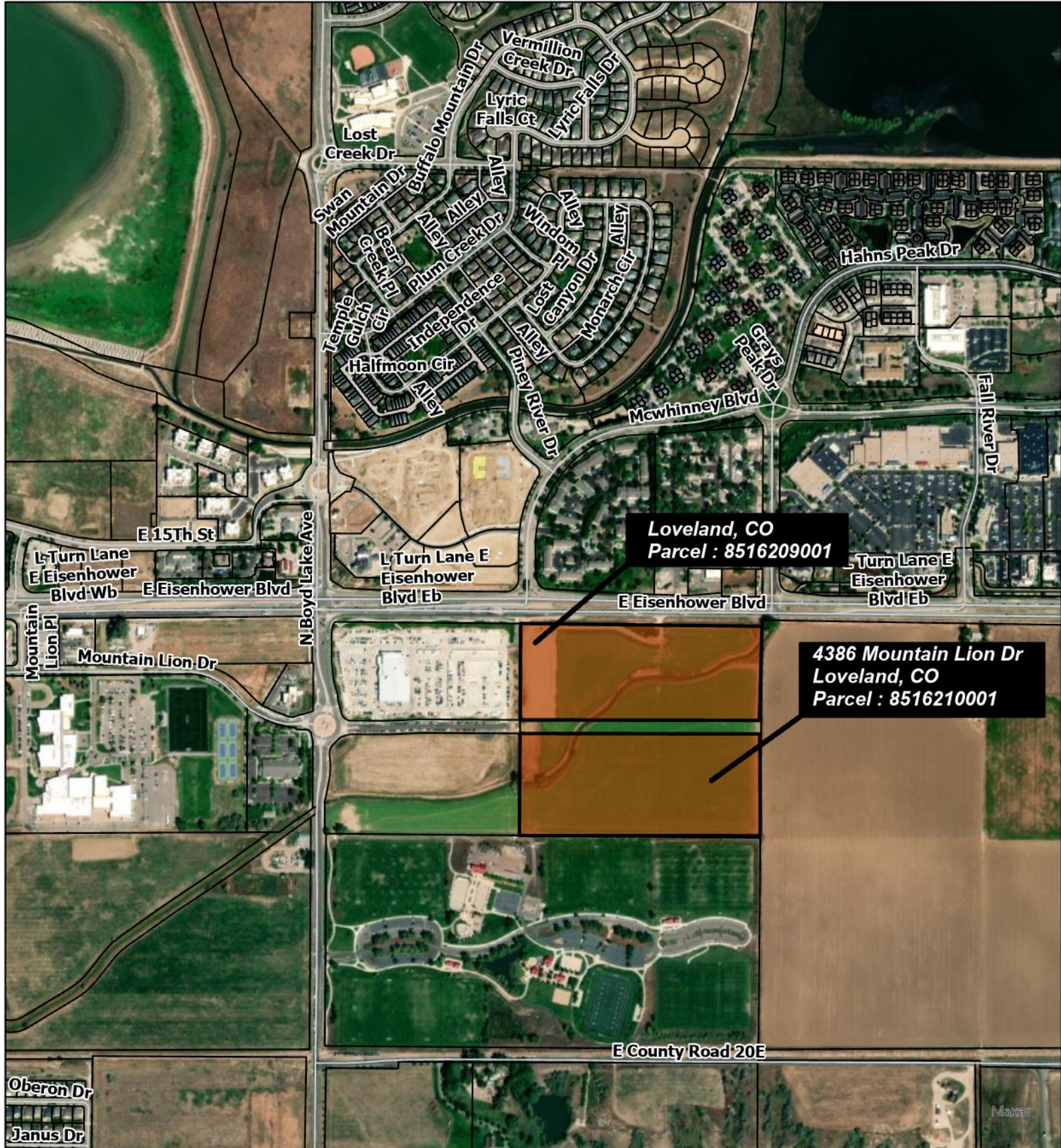
[SEAL]



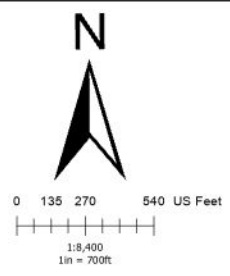
# LTWD EXCLUSION: LIGHTFOOT LLC



This map is for display purposes only and is not survey accurate. Do not use for legal conveyance. Map printed 3/2023.



# LTWD EXCLUSION: LV34 COMMERCIAL HOLDINGS



This map is for display purposes only and is not survey accurate. Do not use for legal conveyance. Map printed 5/2023.

# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 7.1

Staff: Amber Kauffman, District Manager

**Subject:** Manager's Report

**Staff Recommendation:** Informational Only

## **Discussion:**

### **Meetings summary**

Staff and I met with Century Homes on June 5 to discuss promoting restricted turf sizes on lots in the Red Barn subdivision. While we would like to promote the idea, it is hard to manage/enforce. We are proposing bringing to the board two additional tap sizes to the August board meeting for implementation next year.

Brad, Jake, and I met with Mead town manager, Helen Migchelbrink, and a few other Town staff to discuss some outstanding items and help create greater conversation between the group. Then LTWD hosted the Mead development review committee meeting for Mead staff and consultants and followed with lunch for the groups to help create stronger relationships.

### **Agreements**

Aurora Organic Dairy is reviewing their engineers estimate for the waterline agreement before signing the agreement. I anticipate having this agreement at the August meeting.

### **Anticipated August Board Meeting Topics:**

2024 Budget objectives

New tap recommendations

LTWD/CWCWD/Brookfield pipe capacity lease

Aurora Organic Dairy agreements approval

**Quarterly Goals Update** on following page

## Raw Water Supply Planning

- **Handy Ditch shares into water court** - *anticipating in the third quarter.*
- **Easement acquisition for delivery of native water to Dry Creek** - *engaging consultants to assist.*
- **Either a trade agreement or lease of second use water in the St. Vrain River** - *waiting on river commissioner to approve accounting to lease water.*
- **Dry Creek Reservoir Management Plan and feasibility for floating solar** - *Monitoring plan completed, feasibility study RFP nearly ready for posting.*
- **Non-residential tap research for water allotment assignment** - *proposed in third and fourth quarter.*

## Treatment and Transmission

- **Master Plan progress with accurate calibration using updated fire hydrant data** - *re-engaging to push progress forward.*
- **Determination of necessary long term treatment capacity and priority locations** - *will follow master plan update.*
- **Two transmission lines under construction** - *Likely only one, depends on easement acquisition.*

## Relationships with Others

- **A successful Joint Board meeting with CWCWD** - *Proposed meeting in January to Stan based on his feedback.*
- **Resume and maintain regular Manager Meetings with Rick and Stan** - *started to resume bi-monthly to quarterly meetings.*
- **Update the IGA with Johnstown** - *On-going due to staffing issues at Johnstown.*
- **Update the IGA with Longs Peak and Mead after transition of ownership in Mead Crossing**: *working on construction plans for transition.*

## Business Management

- **3rd Party HR services** - *Employer's Council advised against it. DONE.*
- **Low income assistance evaluation** - *Implementing in Fall when available (November thru April). DONE.*
- **Adjust rates after recommendations of rate study are presented** - *Monthly rates not adjusting this year, PIF adjusted. DONE.*
- **Implement reverse notification system** - *DONE.*
- **Update Employee Handbook** - *will take all year, but tackled the first section.*
- **Email bills** - *working on options.*
- **Rewrite Sections 8 (Main Line Extensions) and 9 (Easements) of District Rules and Regulations** - *Draft Development Agreement Template 85% complete.*
- **Research census data to "know our customers"** - *DONE.*
- **Develop metrics to improve on processes** - *on-going, Kammy is assisting.*
- **Complete staffing analysis and plan for next 10 years** - *Managers produced the 10 year evaluation.*

## Operations and Technology

- **Complete GPS of cross-country lines** - *progress at 80%.*
- **Develop telemetry upgrade plan and begin implementation** - *vendor selected.*
- **Create database for Lead Service Line Inventory** - *GIS work has begun for implementation.*
- **Update Lead and Copper sample site list** - *Deadline pushed to 2025 by EPA/State.*
- **All operations staff (Not currently a Distribution 4) level up one Distribution level (BIG GOAL)** - *Employees are registering for classes to level up and studying.*
- **Complete first cycle of valve exercising** - *On track.*

## Agenda Item Summary

### Little Thompson Water District

Date: June 22, 2023

Item: 7.2 Business Manager's Report

Staff: Angela Diekhoff-Business Manager

**Subject:** June Board Meeting, Business Manager Report.

**Staff Recommendation:** For Information.

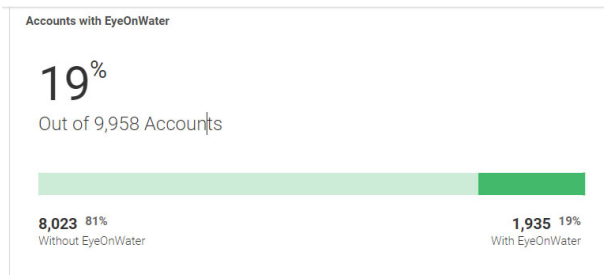
#### Discussion:

#### Office Update:

- Final reminder for anyone that would like to go to the annual SDA conference and hasn't already told Judy, please let her know at the board meeting so she can get the hotel rooms booked.
- Amber and I will be approving the next newsletter going out, and we are excited for a nice piece on Holly, our conservation specialist, so please keep an eye out for that newsletter.
- We officially have the Rave reverse notification implemented; I will be working on doing a small test of the system in the next few weeks to make sure all the front office staff understand how to run the system.

#### Eye on Water:

- The postcard that went out to promote EyeOnWater has been a huge success so far: offering the \$10 incentive has brought in over 300 new users!!





# Agenda Item Summary

Little Thompson Water District

Date: June 22, 2023

Item: 7.3 District Engineer Report

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

**Subject:** June Board Meeting, Engineering Report.

**Staff Recommendation:** For Information.

**Discussion:**

COMMITMENT TO SERVE REQUESTS: 12 new tap requests for May, bringing the 2023 total to 28. (2022 TOTAL: 5011).

2023 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	<u>BUDGETS</u> TOTAL / 2022 / SPENT TO DATE
<b>*NORTHEAST TRANSMISSION LINE (#70-137-00000)</b>	CR Land Services continues to negotiate easement offers to property owners. 3 of 21 easements have been secured to date.	\$5,400,000 / \$1,300,000 / \$348,493
<b>*TWIN MOUNDS 5 MILLION GALLON (MG) TANK REHAB (#70-138-00000)</b>	The final interior epoxy coating is in progress.	\$1,650,000 / \$825,000 / \$2,052,617
<b>*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)</b>	The project is out to bid with bids due July 18. Construction start is anticipated for mid-August.	\$1,520,000 / \$1,520,000 / \$218,430
<b>COUNTY ROAD IMPROVEMENTS (#70-100-00000)</b>	Ongoing budget item driven by County Road improvement projects.	\$200,000 / \$200,000 / \$14,625
<b>SCADA IMPROVEMENTS (#70-103-00000)</b>	A system wide inventory and needs assessment has been completed by Hebert Instrumentation. Equipment replacement priorities are under review by staff.	\$200,000 / \$200,000 / \$0
<b>SMALL LINE IMPROVEMENTS (#70-121-00000)</b>	Ongoing budget item to replace various small waterlines.	\$75,000 / \$75,000 / \$8,470
<b>54 BRIDGE WATERLINE RELOCATION (#70-142-00000) (PASS THROUGH #1128)</b>	Relocate approx. 1,250 feet (ft) of 12-inch waterline to accommodate Weld County Road (WCR) 54 bridge widening at the Big Thompson River. Project costs will be reimbursed by Weld County. Final design is in progress.	\$732,000 / \$732,000 / \$33,581
<b>DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)</b>	Evaluate feasibility of installing photovoltaic panels on Dry Creek Reservoir for hydrogen production.	\$35,000 / \$35,000 / \$0
<b>WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)</b>	The project has been restarted with the goal of completion in 2023.	\$150,000 / \$75,000 / \$5,266
<b>RAW WATER INFRASTRUCTURE (#73-105-00000)</b>	Route planning in progress. Easement discussions with property owners beginning in late July.	TBD / \$400,000 / \$28,398
<b>3<sup>RD</sup> &amp; WELKER – MEAD (#70-147-00000)</b>	With construction costs continuing to escalate resulting from changes by the Town of Mead, LTWD staff has determined that costs far outweigh the benefits for the District, and therefore we will not move forward with the waterline project. Any water system infrastructure that requires relocation or modification because of Mead's project will be the financial responsibility of Mead.	\$1,320,000 / \$1,320,000 / \$94,425

2023 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	BUDGETS
		TOTAL / 2022 / SPENT TO DATE
<b>LARIMER COUNTY ROAD (LCR) 8 AND 21 WATERLINE MODIFICATIONS (MODS.)</b> (#70-148-00000)	Construction is underway with completion targeted for early July.	\$300,000 / \$300,000 / \$14,625
<b>BUCKHORN TANK MIXING SYSTEM STUDY</b> (#70-146-00000)	Develop project scope and solicit proposals in summer of 2023.	\$40,000 / \$40,000 / \$0
<b>TWIN MOUNDS PASSIVE MIXING SYSTEM</b> (#70-145-00000)	Develop design and solicit bids fall of 2023. Construction winter of 2023.	\$227,000 / \$227,000 / \$0
<b>BOTTERILL / LTWD SYSTEM MODS.</b> (#70-149-00000)	Design and bids are complete. Final coordination attempts with the railroad continue however the RR is slow to respond.	\$100,000 / \$100,000 / \$5,000

**New Development Projects:** No New Development Projects for May

Active Development Name	Lots / type of development	Status
The Highlands	225 Residential	Filing 2 final acceptance is pending.
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.
Horizon Hills	269 Residential (modular)	Under construction.
St. Acacius (aka Lakeside Canyon)	222 Residential	Phase 2 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.
Root Shoot Malting – Facility Expansion	Commercial	Final acceptance issued for phase 1.
Gopher Gulch RV Park	145 RV spaces	Under construction.
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Barefoot Lakes Filing 6	193 Residential	Under construction.
Hawks Ridge Subdivision	120 Residential plus commercial	Design approved. No recent activity.
Mead Place	313 Residential, Multifamily & Commercial	Design approved. No recent activity.
Waterfront	1,800 Residential plus Commercial	In final design.
Meadow Ridge	958 Single Family Equivalent (SFE) - Residential & Commercial	In final design
Mead Village	96 Residential	Project from 2016 becoming active.
Raterink Lot 2	1 Commercial	No current activity.
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.
Buffalo Highlands	1,269 Lot Residential Plus Commercial	Commitment letter issued. Beginning entitlement process with Mead.

### **OTHER ENGINEERING and GLOBAL INFORMATION SYSTEM (GIS) ACTIVITIES**

1. The GIS system migration to the new server has been in progress for the last several weeks. This has been a much-needed upgrade for the last 2-1/2 years. Moving the GIS system to the new server while keeping the system operational has posed significant challenges; however, overall, the migration has been a relatively smooth transition considering the complexity. Our new GIS specialist, Zach Hecker, has done an excellent job for the District with this difficult task.
2. Engineering staff remain extremely busy with capital and development projects. Development construction and inspections remain active. Capital project inspections have begun with the LCR 8 & 21 project with the Loveland Campion project soon to follow. Development review and referrals remained steady for the month of May.
3. West I-25 Transmission Line. Brookfield continues to negotiate a contract with Garney. Final selection is pending the outcome of these negotiations. Easement acquisitions are nearly complete with two properties remaining and final negotiations are in progress.
4. CDOT has begun their due diligence with investigating impacts to infrastructure from the I-25 improvements to segment 5 from Hwy 66 to Hwy 56. LTWD staff will be heavily engaged due to the amount of water system infrastructure impacted along this new segment.

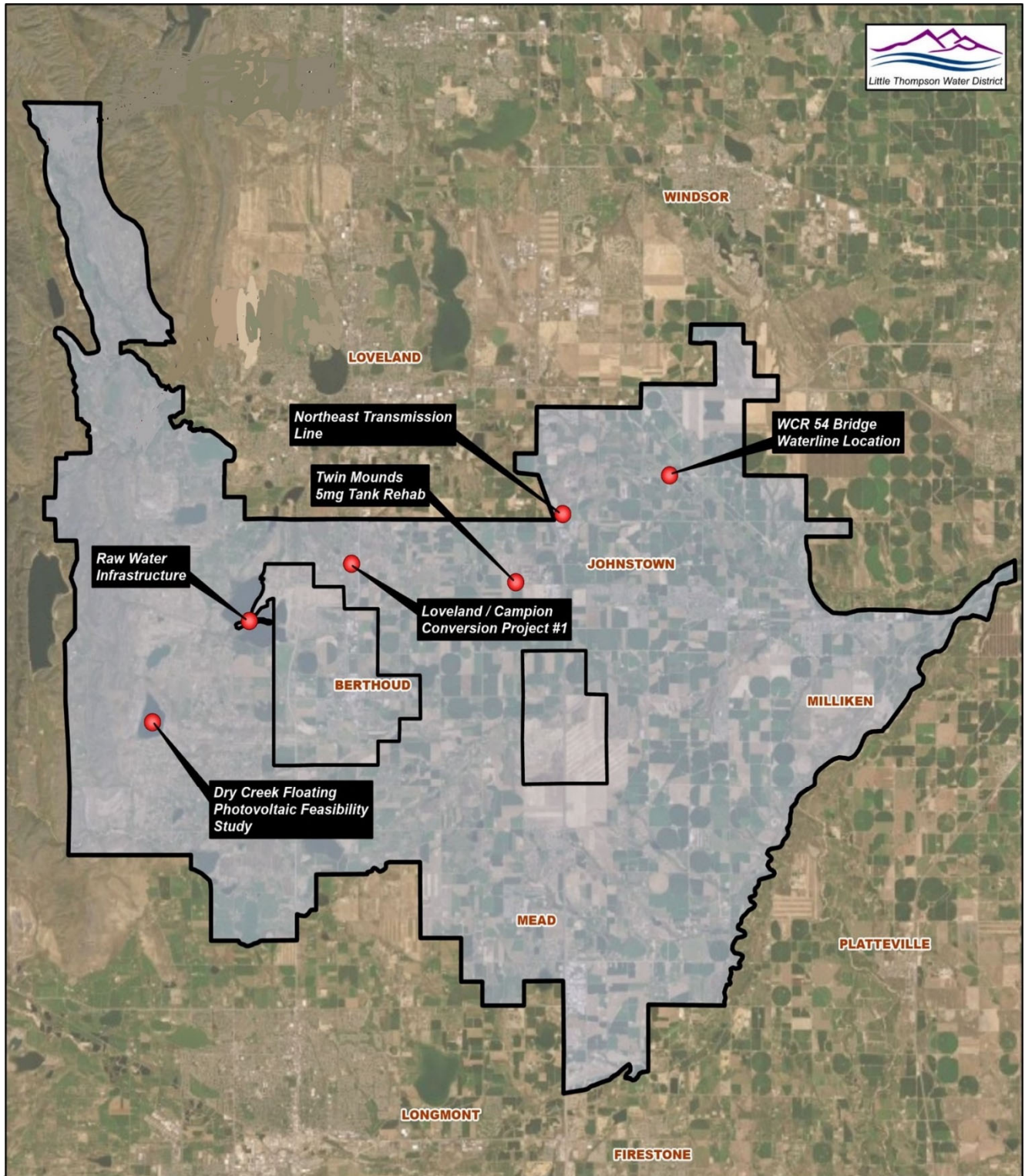
### **TWIN MOUNDS 5 M G TANK REHABILITATION PROGRESS UPDATE**

Final interior epoxy coating is in progress and the ceiling is now substantially complete. Final coating of the walls is beginning. Wet weather and humidity, along with high heat during sunny days and material issues have slowed progress. The contractor is working unusual hours both day and through the night as a result of these issues in an effort to have the tank online by the end of June.



View of ceiling final epoxy coating.

## 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: June 22, 2023

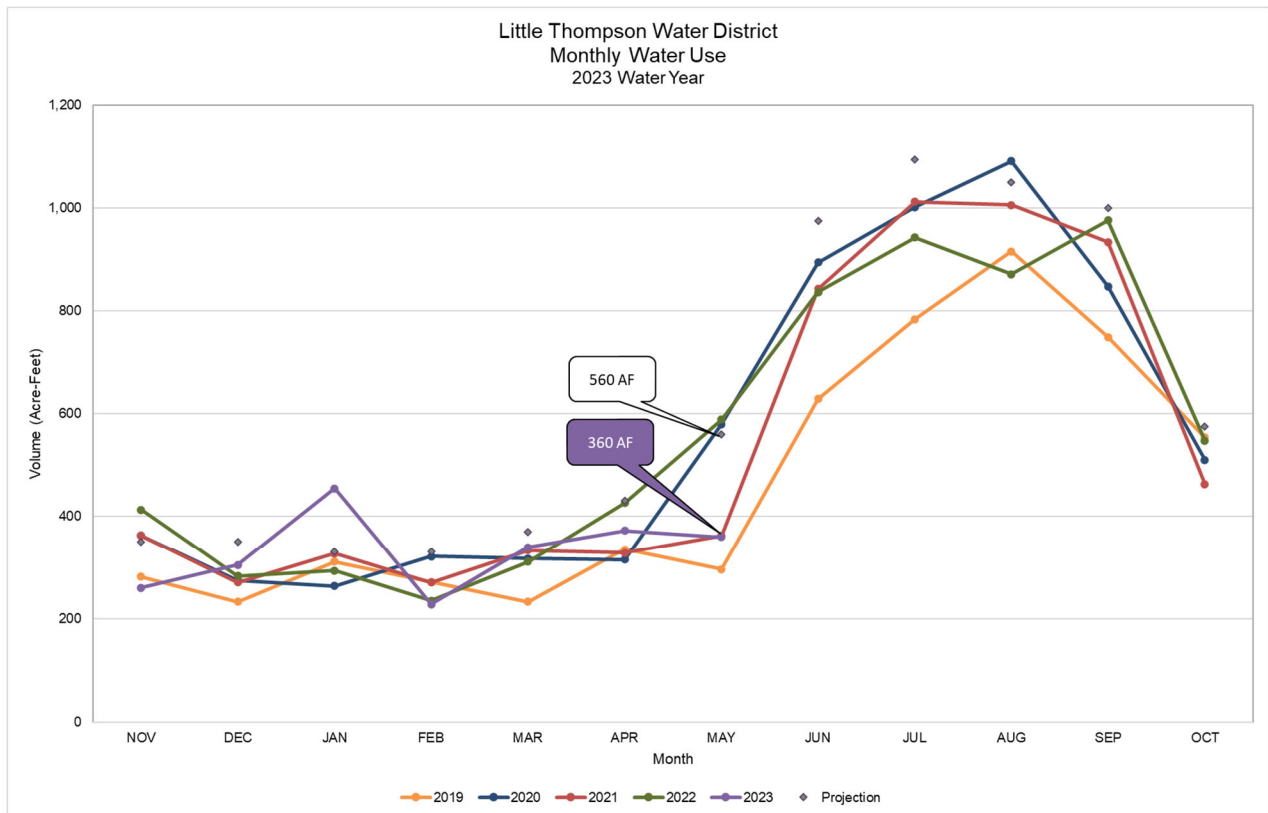
Item: 7.4 Water Resources Managers Report

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

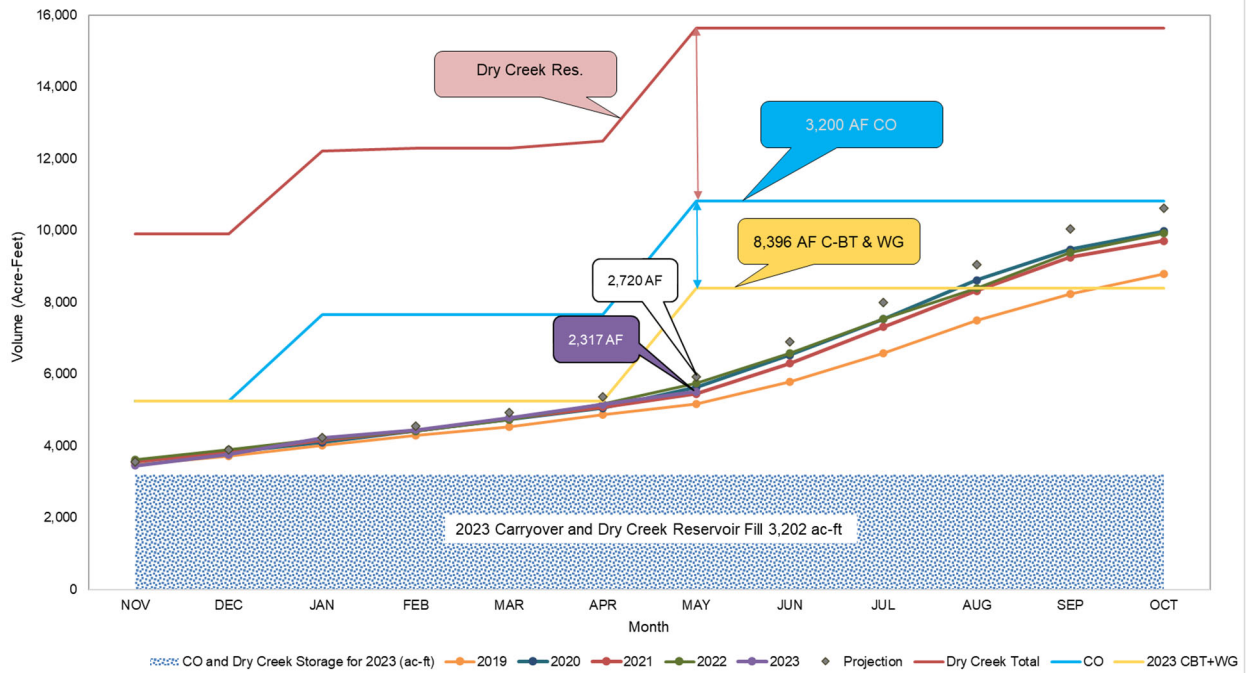
**Subject:** May Water Use

**Staff Recommendation:** Information Only

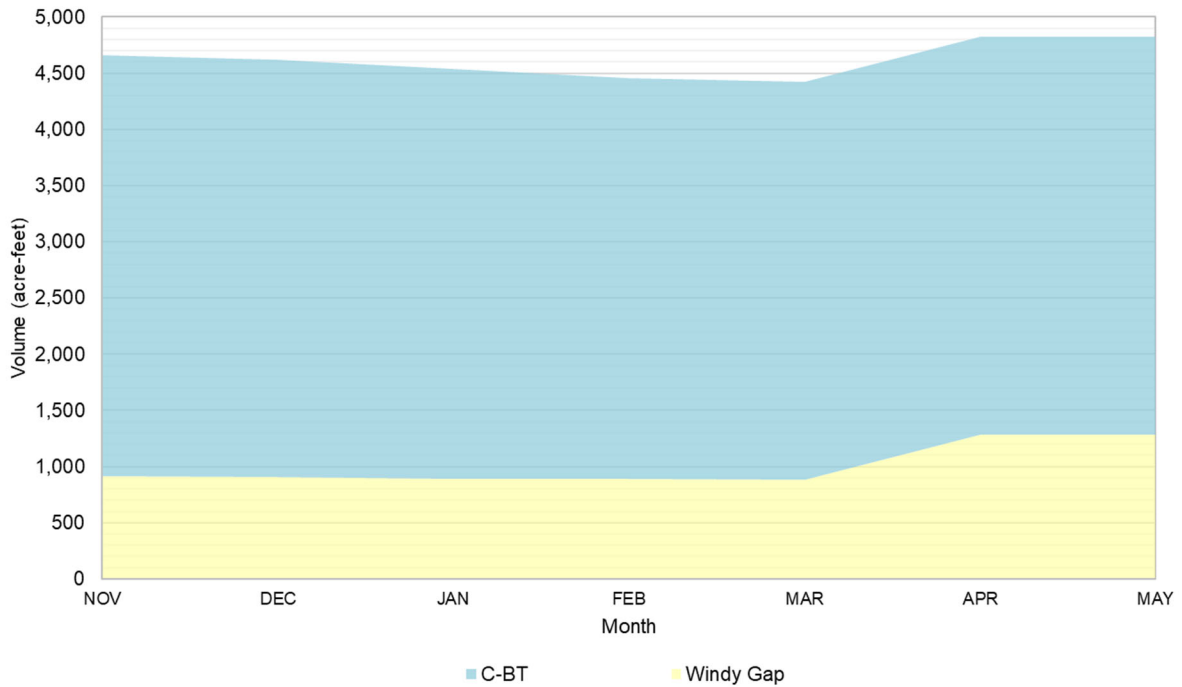
**Water Loss:** Amanda will provide a short presentation on the District's water loss at the board meeting.



### Little Thompson Water District Cumulative Water Use 2023 Water Year



### Dry Creek Reservoir Monthly Volume



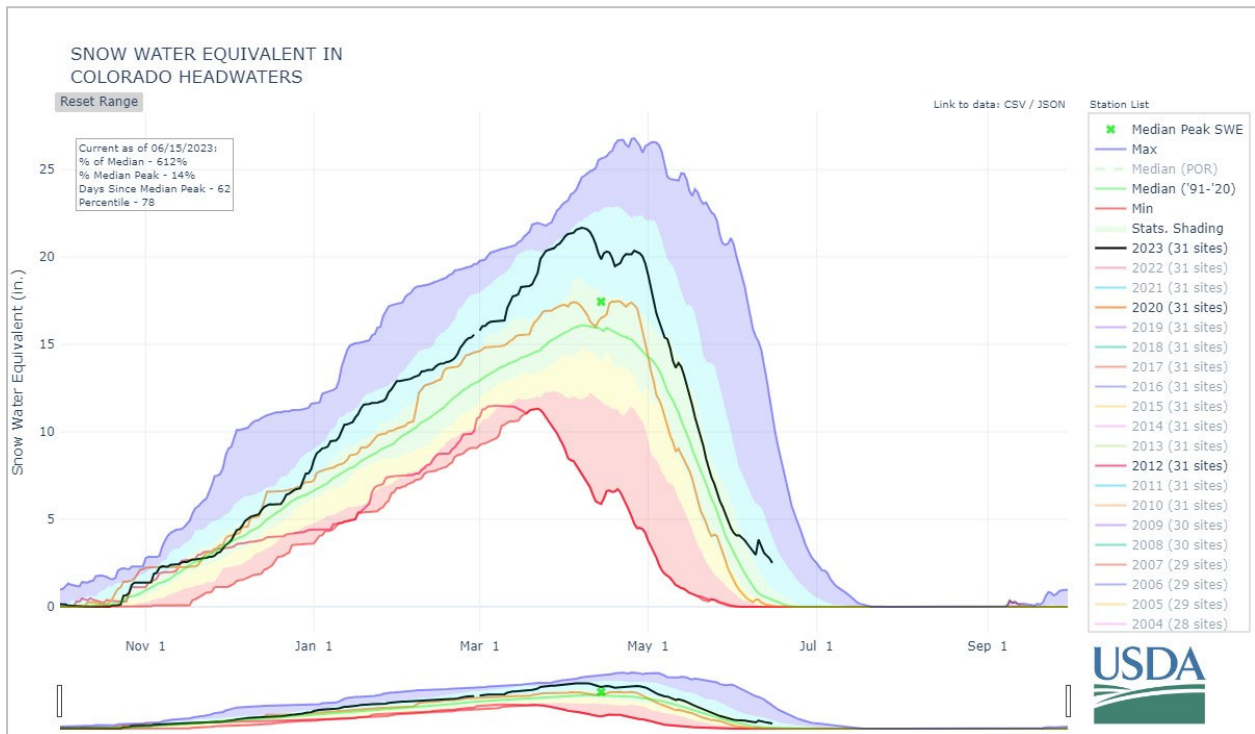
# Water Court Terminology

**Expert Witness Disclosures:** A document produced by the applicant and objectors that defines what issues will be litigated in trial.

**Stipulation:** An agreement between the applicant and objector defining the terms upon which the objector will get out of their case.

Both Johnstown and Firestone have applications to change water rights before the Water Court.

*Johnstown's trial set for March 2024      Firestone's trial set for July 2023*



# Agenda Item Summary

Little Thompson Water District

Date: June 1, 2023

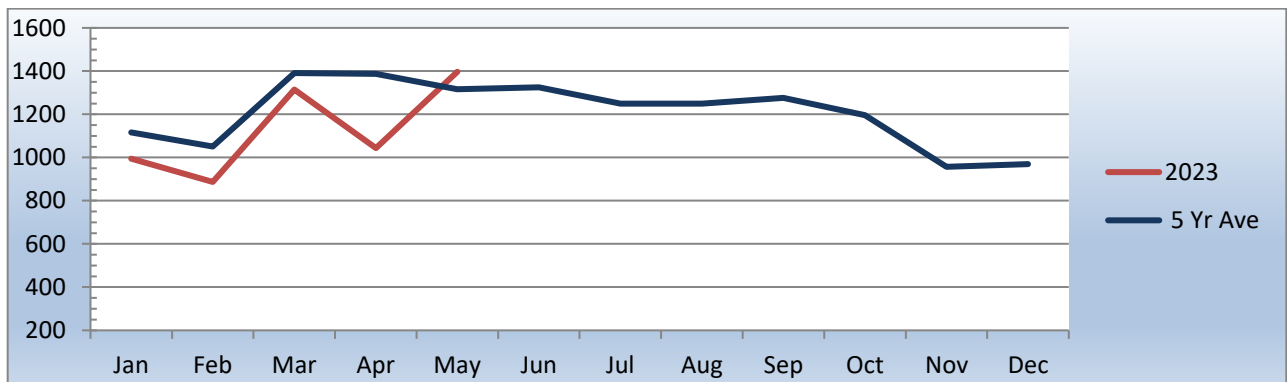
Item: 7.5

Staff: Ken Lambrecht, Operations Manager

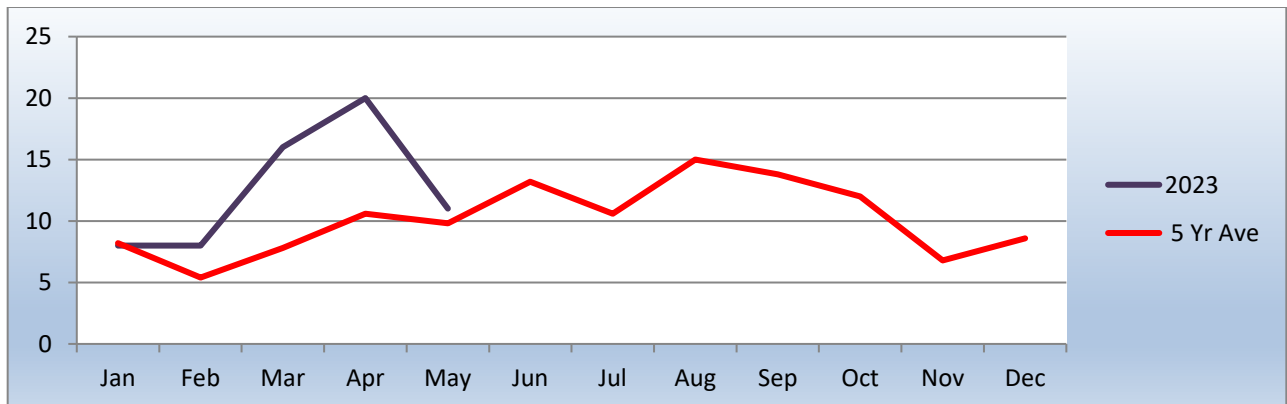
**Subject:** Operations and Water Quality Report  
**Staff Recommendation:** For Informational Purposes

**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.

### Disinfection Byproducts (DBP2)

Quarterly results were within acceptable parameters.

TTHM AVE:	26.22 ug/L	MCL	80
HAA5 AVE:	31.30 ug/L	MCL	60

### Lead and Copper

Sampling will be done between June 1 and September 30, 2023

### Customer Taste & Odor Work Orders:

Created Date	Service Order Number	Service Address	City	Description
05/03/2023	21328	MOORINGS DR	LOVELAND	Cloudy Dirty

CLOUDY, DIRTY - black residue/chunks in water, please replace washers in meter pit  
Changed 4 washers in meter pit.

### Project Updates and Notes:

#### Telemetry Upgrades:

Made selection on equipment and contractor. Currently checking references.

#### Valve Exercising:

5,813 valves have been exercised out of a total of 6,437.

