

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



Little Thompson Water District

District Manager:
Amber Kauffman, PE
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Regular Board Meeting Agenda May 18, 2023 - 5:00 P.M.

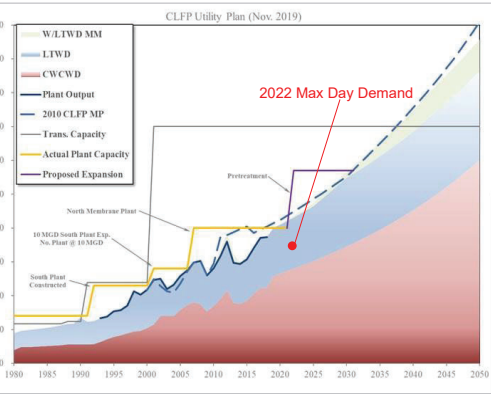
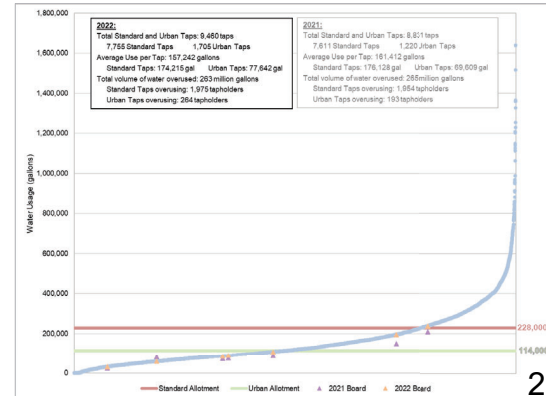
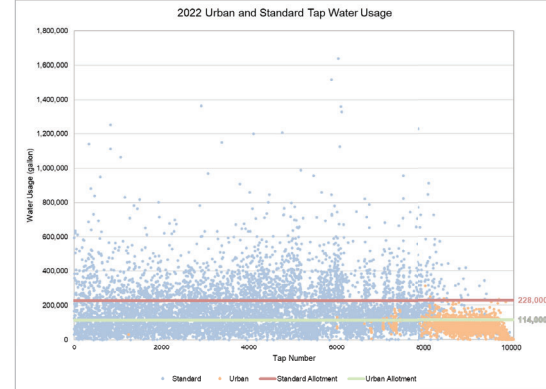
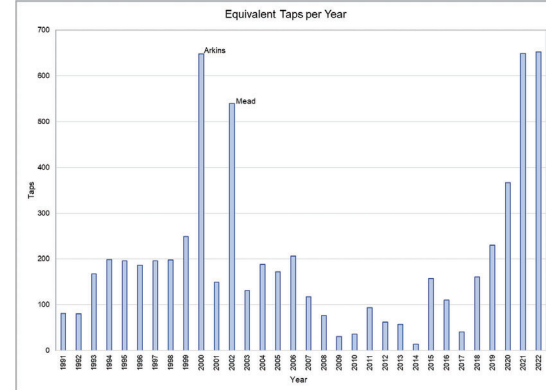
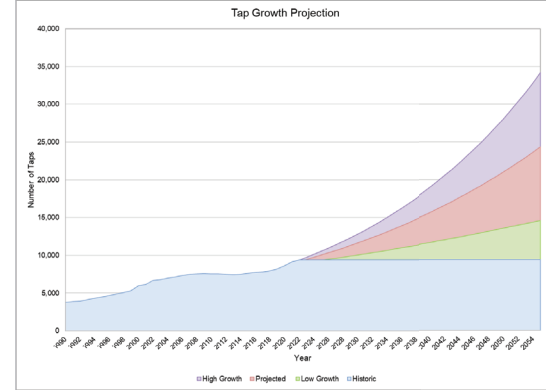
1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review: Staff recommends an executive session per Colorado Revised Statute 24-6-402 subsection 4 part (e) in order to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators in regard to Discussion Item 6.2.
4. Public Comment on Non-Agenda Items:
5. Consent Items:
 - 5.1. Minutes of the April 20, 2023, Regular Board Meeting.....Page 4
 - 5.2. Tap List 688 Page 15
 - 5.3. April 2023 Disbursements Report..... Page 17
 - 5.4. April 2023 Financial Report Page 22
6. Discussion Items:
 - 6.1. Tap 6728 Relocation Request Page 28
 - 6.2. Handy Ditch..... Page 33
 - 6.3. Amendment to Agreement for Water Extensions Page 34
Tap Issuance Prior to Line Completion
 - 6.4. Carter Lake Filter Plant Page 38
 - 6.5. St. Vrain Water Authority Page 40
 - 6.6. Public Hearing: Action Item: Motion to Approve:..... Page 41
Resolution 2023-16 Larimer County Exclusions
7. Staff Reports:
 - 7.1. District Manager’s Report..... Page 45
 - 7.2. Business Manager’s Report Page 47
 - 7.3. District Engineer’s Report..... Page 48
 - 7.4. Water Resources Manager’s Report..... Page 52
 - 7.5. Operations Manager’s Report and Water Quality Update.. Page 55
8. Director Reports:
9. Executive Session
10. Adjournment.

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



2022 Strategic Goals for next 3 to 5 Years:

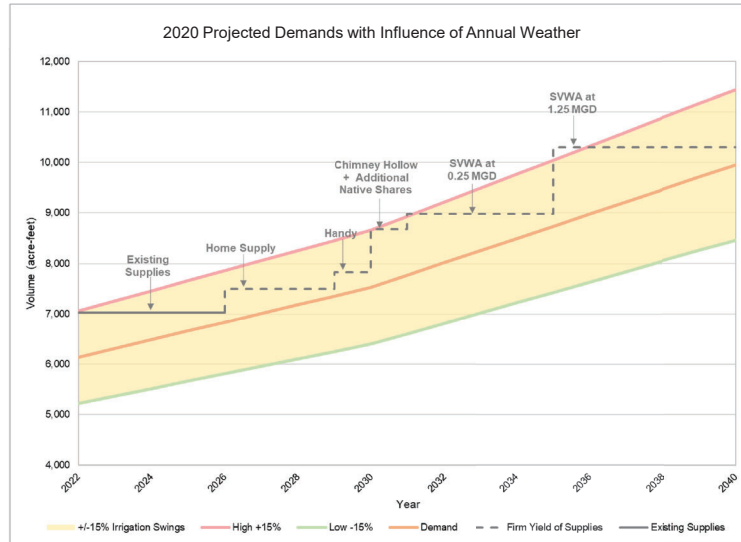
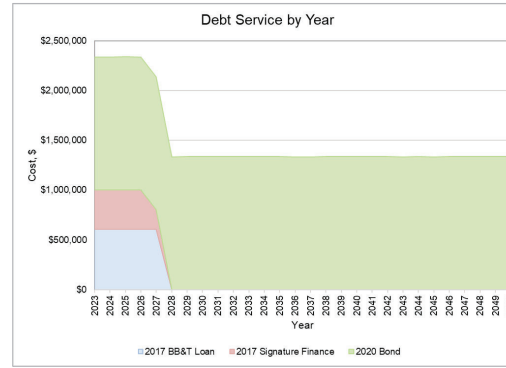
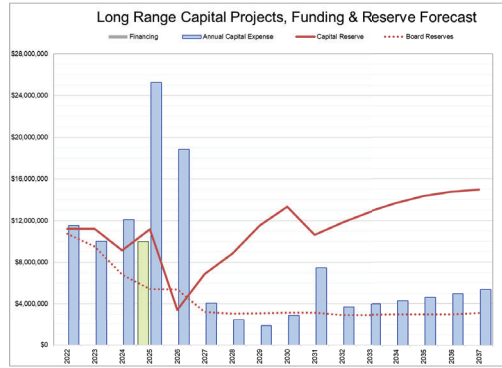
1. In three years have a plan for growth of staff and the necessary office space for those staff. Also consider whether the District will have its own water treatment plant at the same location and determine what that location will be.
2. Have native waters used in the system. This includes the easement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



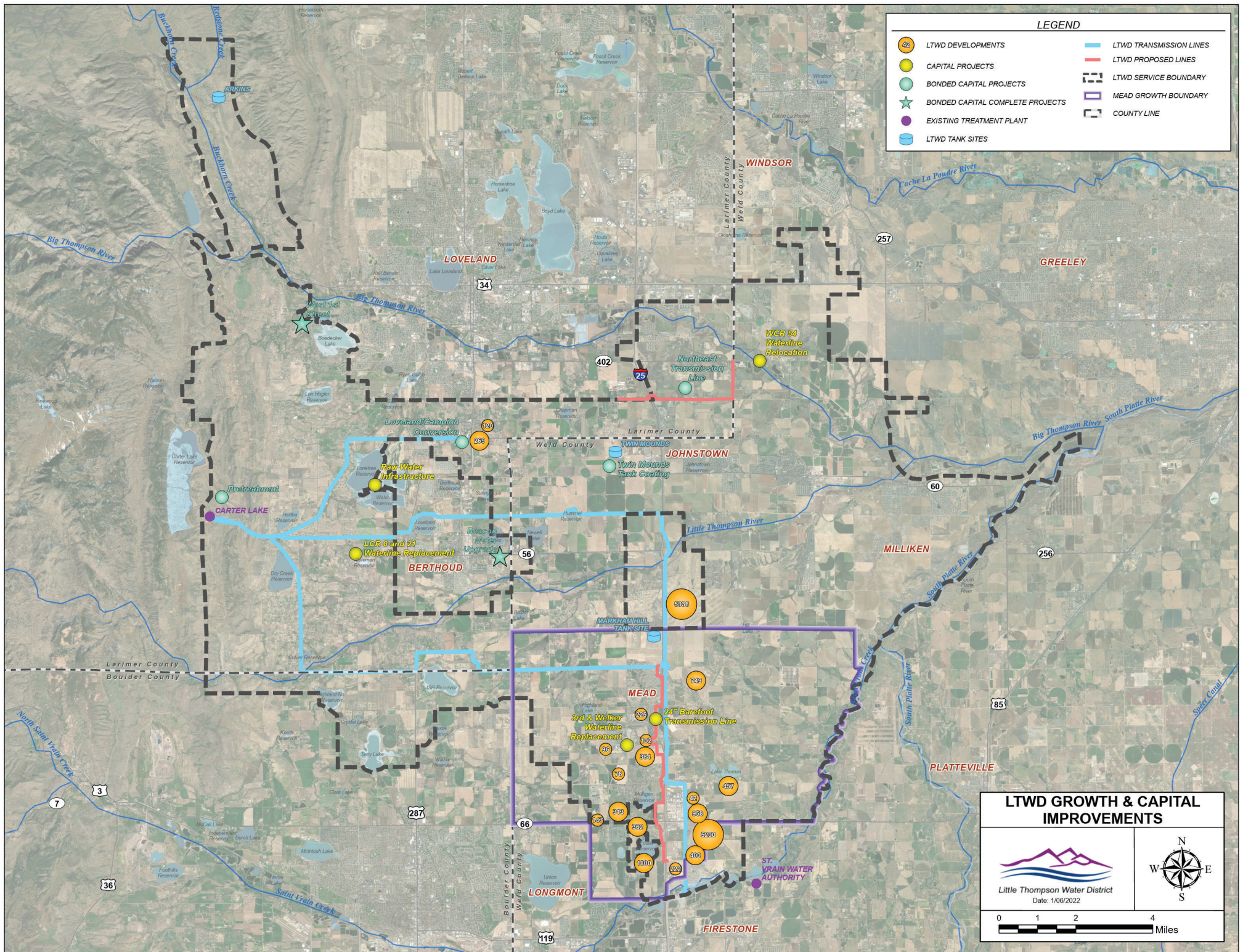
Capital Projects & Equipment - District 2023 Budget	
Capital Projects Funded by Bonding	
Northeast Transmission Line	\$ 1,300,000
Loveland/Campion Conversion Project 1	\$ 1,515,311
Capital Projects Not Funded by Bonding	
54 Bridge-Waterline Relocation	\$ 862,300
Telemetry Improvements	\$ 200,000
County Rd Improvements	\$ 200,000
Small Line Improvements	\$ 75,000
Service Connection Expense	\$ 157,200
Office Furniture & Equip (includes software)	\$ 12,500
Vehicle & Misc. Equipment	\$ 105,800
Dry Creek Feasibility for Floating Photovoltaic	\$ 35,000
LCR S & 21 Waterline Modifications	\$ 300,000
Botterill - LTWD System Modifications	\$ 100,000
3rd & Welker Waterline Replacement	\$ 1,320,000
Twin Mounds Passive Mixing System	\$ 227,000
Buckhorn Tank Mixing System Study	\$ 40,000
Water Resources Expenses	
Water Rights Purchase - Offset *	\$ 800,000
Handy/Home Supply, Raw Water Infrastructure	\$ 1,000,000
Water Rights Adjudication	\$ 800,000
2nd Use Capital	\$ 120,000
Total Capital Expenses - District	\$ 9,170,111
Capital Projects & Equipment - Joint 2023 Budget	
Dry Creek Joint Cost	\$ 150,000
Pretreatment Carter Lake Filter Plant- Bond	\$ 415,625
Garage for Equipment Tractors	\$ 235,000
Road Improvements	\$ 50,000
Total Capital Expenses - Joint	\$ 850,625

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

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



UPDATED 1/19/2023



LTWD GROWTH & CAPITAL IMPROVEMENTS

Little Thompson Water District
Date: 1/06/2022

0 1 2 4 Miles

Agenda Item Summary
Little Thompson Water District

Date: MAY 18, 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, April 20, 2023. Attendance was as follows:

Board of Directors:

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

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad E. Eaton, District Engineer
Ken Lambrecht, Operations Manager
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
Annika Deming, Associate Account Director II of Wildrock PR & Marketing
Kristin Gollhofer, Founder and Chief Executive Officer (CEO) of Wildrock PR & Marketing

Prior to the Call to Order the Board was taken on a tour of the District shop and the reception areas.

CALL TO ORDER

President Emily McMurtrey called the meeting to order at 5:09 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

Roll call was taken. All Directors were present.

AGENDA REVIEW

There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

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

CONSENT AGENDA

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

- Minutes of the March 23, 2023, Regular Board Meeting,
- Tap List 687,
- March 2023 Disbursements in the amount \$2,474,523.72:
 - ❖ Operating Account: \$2,002,229.79:
 - ACH Manual Check Numbers 4431 to 4500 – \$1,619,523.72,
 - Check Numbers 11191 to 11227 – \$382,706.07,
 - ❖ Payroll Account: (Three Bi-weekly payroll periods in March) for \$471,994.40:
 - ACH Transmittal Vouchers O-2295 to O-2311 – \$231,674.75,
 - ACH Direct Deposit Numbers N-12424 to N-12530 – \$239,223.11,
 - Live Check Numbers 2112 to 2113 - \$1,096.54,

- **March 2023 Financial Report.**
Motion carried unanimously.

DISCUSSION ITEMS

WildRock Introductions and Updates:

District Manager Amber Kauffman introduced Kristin Gollhofer and Annika Deming, of the District's new marketing firm Wildrock PR & Marketing, to the Board. Ms. Gollhofer and Ms. Deming presented the following information to the Board:

- WildRock is a team of marketing experts that will be able to guide the District on a reimagined path to develop a strategic marketing and communications plan.
 - ❖ WildRock will provide the District with a primary account team.
 - ❖ WildRock has local and national clients, with a niche in the water industry.
- WildRock offers a fresh perspective to assist the District in achieving its communication goals using the following tools:
 - ❖ Daily execution of social media, digital ads, newsletters, and other printed materials.
 - ❖ Monthly calls with the District.
 - ❖ Monthly reporting to the District.
 - ❖ Annual strategic planning sessions with bi-annual strategy check-ins.
 - ❖ Dedicated team to support the District with of-the-moment needs.
- 2023 Communication Strategy:
 - ❖ WildRock met with District Staff for a strategy session on communications.
 - ❖ WildRock developed a communication plan for 2023 with a goal outline.
- WildRock's 2023 Communication goals for the District are as follows:
 - ❖ Produce communication materials that successfully reach the District's diverse and widespread customer base to educate them on key issues and programs.
 - ❖ Increase District Customer participation in conservation efforts, especially the EyeOnWater app, to ultimately decrease water over-usage and demands on infrastructure.
 - ❖ Reduce District Staff time dedicated to communication efforts so focus can be redirected to more pressing District business.
- WildRock will be optimizing the current communication channels used by the District including the following:
 - ❖ Social media.
 - ❖ Printed collateral.
 - ❖ Digital advertising.
 - ❖ Email marketing.
 - ❖ District website.
- WildRock Staff reviewed the metrics to evaluate success for each communication channel.
- WildRock Staff advised the Board the following groups are the target audience:
 - ❖ Customers (residential & non-residential).
 - ❖ Commercial (except dairy users).
 - ❖ Wholesale customers.
 - ❖ Developers.
- WildRock Staff reviewed the planned quarterly activities and key messages to be released across all communication channels.
 - ❖ Activities will be reviewed frequently for effectiveness and adjusted as needed.
- WildRock Staff advised the Board that while it was early in the collaboration, they have seen great initial performance on social media and the website.
- WildRock Staff advised the Board that they will also be supporting the District with crisis communications.

Board members had questions throughout the presentation and discussion followed regarding what is working, if WildRock can provide translation services, if WildRock could provide short 30 second videos, among other items.

Public Hearing: Action Item: Motion to Approve: Resolution 2023-13 Mandatory Watering Days:
District Manager Kauffman presented the following information to the Board:

- In the March 2023 Board Meeting, staff discussed the Outdoor Watering Schedule (Resolution 2020-11) and recommended that the District change the outside watering days in the resolution from voluntary to MANDATORY.
 - ❖ This change to the resolution is recommended to reduce excessive water demand and provide a consistent message that our water supplies are finite and that they must not be wasted as highlighted in the March 2023 supply and demand outlook.
 - ❖ Specific watering days help reduce peak demands on the treatment plant by distributing the potential for people to water their lawns.
 - Watering less frequently also helps grass grow a deeper root zone improving the resiliency of the customer's landscaping, a message District Staff try to spread.
 - ❖ Staff recommended that the Board approve the change and asked for a motion to approve Resolution 2023-13 as proposed.

Discussion followed regarding the need to impose mandatory watering days based on water supplies and infrastructure needs, the District being proactive rather than reactive in preserving supplies, whether the mandate included commercial businesses, and if the resolution was clear in that the watering days were for lawn watering versus other water uses.

Following discussion, **it was moved by Director Jim Walker, seconded by Director Szmyd, to approve Resolution 2023-13 with the change of Mandatory Outdoor Watering Schedule to Mandatory Lawn Watering Schedule. Motion carried by six aye votes and one nay vote.**

Public Hearing: Action Item: Updated Rates and Fees: Motion to Approve: Section 1501.1 Schedule A – Tap Fees:

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

- A rate study was presented to the Board at the February 16, 2023, Board Meeting.
 - ❖ The Board directed Staff to raise the Plant Investment Fees (PIF) effective June 1, 2023, and then again effective January 1, 2024.
 - ❖ Ms. Diekhoff presented the PIF increase to the Board, along with the new Tap Fee rates.

It was moved by Director Steve Brandenburg, seconded by Director Szmyd, to approve the increase to the PIF. Motion carried unanimously.

Public Hearing: Action Item: Updated Rates and Fees: Motion to Approve: Water Shortage Contingency Action Table:

Business Manger Diekhoff and Water Resources Administrator Amanda Hoff presented the following information to the Board:

- Conservation Specialist Holly Suess and Ms. Hoff had been working on updating the Water Shortage Contingency Plan Action Summary Table to reflect Resolution 2023-13.
- Staff recommended adding mandatory watering hours, Enforcement Fines to the action level green, and increasing Enforcement Fines for all levels.
 - ❖ Based on feedback from Customer Service the majority of customers violating the action levels were over-users who would pay the fines and continue to ignore the action level watering schedule.
 - ❖ The Board has been supportive of Ms. Suess and Customer Service Staff in reducing over-use and the requested Enforcement Fines would be another tool to achieve this goal.
 - ❖ Each situation will be evaluated and if a customer's situation presents a valid reason for not following the action level fines may be removed at Staff discretion.

Discussion followed regarding how Staff will know if someone is not following the mandatory schedule, how to assist customers who do not know how to program their sprinkler systems and continuing to get the message out about how to properly water for stronger, more resilient landscaping.

It was moved by Director Szmyd, seconded by Director Ed Martens, to approve the updated rates and fees to the Water Shortage Contingency Plan Action Level Summary Table. Motion carried by six aye votes, and one nay vote.

President McMurtrey called for a break at 6:20 p.m. The meeting resumed at 6:30 p.m.

Carter Lake Filter Plant (CLFP):

District Manager Kauffman presented the following information to the Board:

- Pretreatment:
 - ❖ NoCo Engineering provided the board with a virtual tour of the proposed south plant layout in a 3D model.
 - ❖ The model did not show the Dissolved Air Flotation (DAF) system building as it will be designed after the procurement is completed.
 - ❖ Each DAF system is configured slightly differently and will have very specific sizing for the basins they are contained in.
- Dry Creek Reservoir:
 - ❖ Stantec did not have enough water quality information to call it a Reservoir Management Plan, they called it Dry Creek Reservoir Water Quality Monitoring Plan and would like to test eight to ten months to determine seasonal changes to the water.
 - Mr. Whittet advised the CLFP Board that it will cost about \$1,500.00 per month for this testing.
 - ❖ Director Brandenburg advised the Board that Stantec suggested the following three options:
 - Monitor the reservoir for one year.
 - Change out all of the water in the reservoir.
 - Try adding hydrogen peroxide.
 - ❖ The following recommendations were made:
 - CLFP Manager Rick Whittet recommended adding hydrogen peroxide to Dry Creek Reservoir.
 - Ms. Kauffman recommended Dry Creek Reservoir not be used for one year, and no chemicals be added to the water, so Stantec can obtain true samples of the water.
 - Josh Cook, PE of NoCo Engineering, agreed with Ms. Kauffman about sampling and jar testing for one year.
 - Director Martens agreed with the testing and study of the water conditions throughout the year.
 - ❖ Mr. Whittet felt other options included selling the water, and that if the water in the reservoir is left to sit for a year the conditions will deteriorate further.
 - Ms. Kauffman feels the Dry Creek Reservoir water needs to be available for use by the District and Central Weld County Water District (CWCWD).

Discussion followed regarding previous conversations and data regarding the best way to use the Dry Creek Reservoir water and not have taste and odor issues when the water is needed for use. Discussion was also held regarding how to properly deliver chemicals into the reservoir to mitigate the issues.

It was decided that the District Board should notify Mr. Whittet, at the next CLFP Board Meeting, they no longer want to go forward with the plan to treat Dry Creek Reservoir water with hydrogen peroxide this year and wish to have the water tested untreated for eight to ten months.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- The SVWA Board reviewed the following:
 - ❖ Insurance details.
 - ❖ Approvals of financials.
 - ❖ It was decided to use Streamline for the website.
- A rate hearing will be held at the May 2023 SVWA Board Meeting.
 - ❖ Ms. Kauffman advised the Board there will be an invoice from SVWA in the next month.
- SVWA issued a Request for Proposal (RFP) for an auditor.
 - ❖ Staff received one response.
- The SVWA plant has been producing water.
 - ❖ Staff have been sending the water back to the storage ponds as they cannot deliver the water to customers yet.
- SVWA was holding a tour on May 8, 2023, and it was open to the District Board, a private tour was also offered.
 - ❖ The District Board requested to have a private tour.

Windy Gap Firing Project (WGFP):

District Manager Kauffman advised the Board that WGFP reports would be given quarterly as requested.

Officer Elections and Representation at Other Boards:

District Manager Kauffman presented the following information to the Board:

The District is required to submit to a Transparency Notice and update the officers of the Board to the State by January 15 annually, and subsequently if the officers change. The current officer positions and delegates to other boards include the following:

- President: Emily McMurtrey
- Vice President: Steven Brandenburg
- Treasurer: Larry Brandt
- Secretary: Amber Kauffman
- Carter Lake Filter Plant Delegates: Ed Martens, Steven Brandenburg, Ryan Heiland
- St. Vrain Water Authority Delegate: Jim Walker (a three-year commitment 2022-2025)

Board members discussed their feelings on their current positions, as well as suggestions for any changes. Discussion was also held as to whether the position of CLFP Board President should be traded between the District and CWCWD annually. Ms. Kauffman noted that this was a verbal agreement that had been made but was not followed.

It was moved by Director Szmyd, seconded by President McMurtrey, to appoint Director Brandt to the CLFP Board. Mr. Brandt accepted the appointment. Motion carried by five ayes and two nays.

It was moved by Director Szmyd, seconded by Director Walker, to appoint Director Ryan Heiland to the CLFP Board. Mr. Heiland accepted the appointment. Motion carried unanimously.

It was moved by President McMurtrey, seconded by Director Szmyd, to appoint Director Brandenburg to the CLFP Board. Mr. Brandenburg accepted the appointment. Motion carried unanimously.

It was moved by Director Martens, seconded by Director Brandenburg, to nominate Director McMurtrey as President of the District Board, Director Brandenburg as Vice-President of the District Board, Director Brandt as Treasurer of the District Board, and Ms. Kauffman as the Secretary of the District Board. All nominees accepted. Motion carried unanimously.

It was moved by Director Szmyd, seconded by Director Brandt, to appoint Director Walker to the SVWA Board. Mr. Walker accepted the appointment. Motion carried unanimously.

Public Hearing: Action Item: Resolutions 2023-14, 2023-15 Inclusions:

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 2023-14 Inclusion (Harbert, King, Precht, Williams). Motion Carried unanimously.

It was moved by Director Szmyd, seconded by Director Brandt, to adopt Resolution 2023-15 Inclusions (Eining, Haley). Motion carried unanimously.

STAFF REPORTS

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

- Dry Creek Reservoir Management Study:
 - ❖ The study was reviewed during the CLFP report; however, Ms. Kauffman advised the Board she can forward a copy of the study to anyone who would like to read it.
- Aurora Organic Dairy Agreement:
 - ❖ The agreement was very close to being completed and Ms. Kauffman expected to be able to present the final copy to the Board at the May 18, 2023, meeting.
- Northern Colorado Real Estate Summit:
 - ❖ Ms. Kauffman and Business Project Manager Kammy Tinney attended the summit, hosted by BizWest, to get an insider's perspective on commercial and residential development activity in Northern Colorado.
 - ❖ Following are takeaways from the event:
 - Residential growth continued but had slowed.
 - ◊ Residential growth was trending toward multifamily construction.
 - There is an increase in industrial and commercial/retail development.
 - Mortgage rates were expected to return close to five percent mid-year but predicted flat or negative market appreciation for real estate.
 - Challenges to development such as the cost of water taps and other items were also discussed.
 - ❖ Chimney Hollow Reservoir Tour:
 - Ms. Kauffman advised the Board she had registered everyone for the tour.
 - The tour is scheduled for June 7, 2023, at 9:00 a.m. leaving from Northern Colorado Water Conservancy District (Northern).
 - ❖ Spring 2023 Newsletter:
 - Ms. Kauffman notified the Board that the first newsletter developed by WildRock had been sent.
 - The Newsletter highlighted Crew Leader Operations Services Dave Shumpert.

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

- Office Update:
 - ❖ The front office was still under construction but the main updates had been completed.
 - ❖ The District received a dividend back from the health insurance provider Colorado Employers Benefit Trust (CEBT).
 - ❖ The Special District Association (SDA) Conference is scheduled for September 12 through 14, 2023.
 - Board members were asked to advise Administrative Assistant Judy O'Malley if they planned to attend.
 - ❖ The District was running a 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.

- ❖ Low-income Customer Assistance:
 - Ms. Diekhoff advised the Board she is working with the Low Income Household Water Assistance Program (LIHWAP) to help customers in need with their water bill.
 - The program is run by the state.
 - Program Staff will determine customer qualifications and advise the District.
 - LIHWAP only pays for the past due portion of the bill and will not cover late or shut off fees.
 - Because LIHWAP is run by Colorado it assists District Customers in Boulder, Larimer, and Weld Counties.
- Customer Appreciation:
 - ❖ Ms. Diekhoff noted that the newsletter Ms. Kauffman mentioned would be released in the next run of utility bills.
 - ❖ Ms. Diekhoff also gave kudos to Conservation Specialist Sues, Water Resources Administrator Hoff, and Water Resources Administrator Garrett Dickson for the superb job they accomplished of passing the water conservation message along at a Barefoot Lakes Homeowners' Association (HOA) meeting.
 - The group also advised Barefoot Lakes residents about prior-appropriation water rights and how it affects the filling of the lakes.
- EyeOnWater (EOW):
 - ❖ Ms. Diekhoff advised the Board the percentage of customers signed up for EOW remained at 15 percent.
 - A promotional postcard would be sent out shortly offering customers a \$10 credit if they sign up for the app.

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

- There were three Tap Commitment Requests for February. The year-to-date total was 12.
- Capital Projects:
 - ❖ CR Land Services have received two of 21 easements for the Northeast Transmission Line project.
 - ❖ The Twin Mounds project exterior work continued to progress.
 - The site has been broken into three times so the contractor has added cameras and a security firm has been hired.
 - An overnight guard has been posted.
 - So much equipment has been stolen from the contractor that their insurance company is dropping them.
 - ❖ The design for the Loveland Campion Conversion Project Number 1 is complete and the project will go out for bid in the next few weeks.
 - ❖ The design for the relocation of the waterline for the Weld County Road (WCR) 54 Bridge Replacement project is substantially complete.
 - ❖ Raw Water Infrastructure concept alignments are under review.
 - ❖ Design for the 3rd and Welker project in The Town of Mead (Mead) continues.
 - ❖ The Larimer County Road (LCR) 8 and 21 waterline modifications project is out for bid.
 - ❖ Staff have been reaching out to suppliers so the District could procure the necessary products for projects.
- Development Projects:
 - ❖ There were no new development projects for March.
 - ❖ Staff saw a slowdown in referrals from other agencies.
 - Mead has a bi-weekly project review meeting, but that has been cancelled twice due to the lack of topics.

There was discussion regarding the uptick of construction on multi-family dwellings.

- Other Engineering & Geographic Information System (GIS) Activities:
 - ❖ District Engineer Eaton advised the Board that the new GIS Specialist, Zach Hecker, was coming up to speed quickly and was a great force in maintaining and building on the system.

- ❖ West Interstate 25 (I-25) Transmission Line Construction Manager at Risk (CMAR) candidates were in review, with Brookfield in the lead role to make the final decision.
- ❖ Colorado Department of Transportation (CDOT) announced the start of Segment 5 of the I-25 improvements.
 - District Staff will be very busy once the project starts as there is a lot of District infrastructure in the area.

Discussion followed regarding ongoing security for the Twin Mounds site after the rehabilitation has been completed.

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

- Water use for the month of March had been less than projected.
- Northern had announced a 70 percent quota.
 - ❖ Ms. Hoff advised the Cumulative Water Use graph will be adjusted to reflect the new quota in the May 18, 2023, Board Packet.
- Staff started filling Dry Creek Reservoir.
 - ❖ Due to the high snowpack Windy Gap water was going to spill so Northern was urging participants to take all of their water.
 - ❖ The District stored about 400 acre-feet (ac-ft).
- **Water Court:**
 - ❖ The District case was re-referred to the water judge which puts the District on the Water Court track, but a court date had not been scheduled.
 - ❖ The District still has objectors including the State of Colorado.
 - Water Resources Staff were working through the objectors' talking points.
 - ❖ There was not much change in the Handy Ditch Company case.
- The snowpack in the Upper Colorado River Basin may have peaked, but there was still a chance of another small increase before the end of the season.
- Ms. Hoff advised the Board that in addition to Ms. Diekhoff's comments on the meeting with Barefoot Lakes residents, she felt that Conservation Specialist Suess and Water Resources Administrator Dickson did a very good job with customer service.

President McMurtrey advised the Board that Ms. Hoff arranged and ran a meeting with the Highland Ditch Company. The ditch company representatives were impressed and ready to work with Ms. Hoff.

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

- Leak repairs had increased significantly.
 - ❖ Mr. Lambrecht noted something was happening in Director Martens' neighborhood causing more leaks than normal.
 - ❖ Mr. Lambrecht advised a leak detection company was scheduled to look into the issue.
- Monthly Total Coliform samples were within acceptable parameters.
- **The telemetry upgrade project:**
 - ❖ Staff were meeting with two vendors to get a better understanding of what the best forward plan should be.
 - ❖ Staff had received master plans in the past suggesting obsolete equipment.
- **New Environmental Protection Agency (EPA) Requirements:**
 - ❖ Colorado Department of Public Health and Environment (CDPHE) will have to include the District's cyber security when completing the next three-year Sanitary Survey.
 - ❖ If deficiencies are found the District must send a notice to all customers advising them that issues were found and what they are, along with the timeframe the District has laid out to rectify the issues.
 - This rule has been challenged.

- ❖ The rule that every customer service line has to be inventoried for lead and copper has been changed to only those service lines installed before the lead ban.
 - Mr. Lambrecht requested permission from the Board to send a postcard requesting customers to answer survey regarding their service lines.
 - Mr. Lambrecht would like to offer a \$10 credit to every customer who responds to the survey.
 - CDPHE has approved water providers using customer feedback for this information.
- ❖ Mr. Lambrecht requested approval to install an unbudgeted fire detection system.
 - Mr. Lambrecht expects the cost to be approximately \$40,000.

Following discussion: **it was moved by Director Brandenburg, seconded by Director Martens, to upgrade the fire system with the budget not to exceed \$45,000. Motion carried unanimously.**

DIRECTOR REPORTS

President McMurtrey attend the Northern Spring Water Users' Conference. She advised Directors Brandenburg and Brandt were also in attendance. Ms. McMurtrey noted the following messages from the meeting:

- Protect native waters.
- Colorado-Big Thompson (C-BT) is a supplemental source of water, not the main source for water providers.
- Northern is not able to influence Colorado legislation but can make internal policies to encourage local water conservation.

Discussion followed regarding what Northern bases the quota on and that the soil moisture is not good at the moment.

Director Brandt noted that at the Northern Spring Water Users' Conference someone discussed using ground based cloud-seeding. Mr. Brandt was concerned that the chemicals would end up in the groundwater.

Director Martens noted that he had gone fishing in Arkansas and had caught a 30 pound catfish. He also noted that he and his dog had picked up ticks already and that this is early in the season for ticks.

Director Heiland noted he observed the Buc-ee's gas station had already installed large number of columns for electric vehicle (EV) charging stations. District Manager Kauffman stated Buc-ee's would have 119 gas pumps when completed.

Director Szmyd advised the Board of the following items:

- The City of Loveland had people providing information against the use of fluoride.
- Mr. Szmyd heard that some people were questioning the use of polyvinyl chloride (PVC) in water pipes and felt the District should put together some information for customers.
- If the Board would agree to make a change on reducing leaks.
 - ❖ Mr. Szmyd requested data to review where the losses occur and try to reduce losses from 20 percent to 10 percent.

Discussion followed regarding different conservation plans and ideas to be used to increase the District's water efficiency.

Director Brandenburg noted that he had attended the Northern Spring Water Users' Conference and had heard the message regarding keeping native waters within Northern Colorado. Mr. Brandenburg also advised he had read a news article stating that a development with six golf courses was to be built in Keenesburg. The developer had purchased a ranch that has a well with 1,000 ac-ft of water rights. Mr.

Brandenburg noted that the City of Aurora mayor was interviewed and his opinion was that it was a huge waste of water. However, the Weld County Commissioner stated that water rights are a private property right and that the owner has the right to develop that land any way they choose.

It was moved by Director Martens, seconded by Director Szmyd, to adjourn the meeting at 8:27 p.m.

Respectfully submitted,

Amber Kauffman

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 5.2

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

Subject: Tap List 688**Staff Recommendation: Staff recommends approval.****Discussion:****TAP LIST 688 ~ NEW AND AMENDED CONTRACTS**

TAP #	NAME	5/8 INCH MINI	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
10158	Richfield Homes LLC		X			.35 AF	
10159	Richfield Homes LLC		X			.35 AF	
10160	Richfield Homes LLC		X			.35 AF	
10161	Barefoot Residential LLC		X			.35 AF	
10162	Barefoot Residential LLC		X			.35 AF	
10163	Richard & Heather Swartz				3/4" RES		1.10 AF
10164	Lennar			X		.70 AF	
10165	Lennar			X		.70 AF	
10166	Lennar		X			.35 AF	
10167	Richfield Homes LLC		X			.35 AF	
10168	Richfield Homes LLC		X			.35 AF	
10169	Richfield Homes LLC		X			.35 AF	
10170	DR Horton		X			.35 AF	
10171	DR Horton		X			.35 AF	
10172	DR Horton		X			.35 AF	
10173	DR Horton		X			.35 AF	
10174	DR Horton		X			.35 AF	
10175	DR Horton		X			.35 AF	
10176	DR Horton		X			.35 AF	
10177	DR Horton		X			.35 AF	
10178	DR Horton		X			.35 AF	
10179	DR Horton		X			.35 AF	
10180	DR Horton		X			.35 AF	
10181	DR Horton		X			.35 AF	
10182	Daniel & Elizabeth Miller			X		.70 AF	

	5/8 INCH MINI	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
APRIL 2023 TOTALS	0	21	3	1	9.45 AF	1.10 AF
YEAR-TO-DATE 2023 TOTALS	0	71	12	2	33.65 AF	2.50 AF
TAPS BUDGETED 2023	0	220	5			

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

MISC. RECEIVABLES

TAP #	NOTES	ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	CIL
6181		0	1	0	.40 AF

	ACCESSORY DWELLINGS	UPSIZED TAPS	ADDITIONAL ALLOCATION	CIL
APRIL 2023 TOTALS	0	1	0	.40 AF
YEAR-TO-DATE 2023 TOTALS	0	2	1	2.72 AF

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

Subject: April 2023 Disbursements.

Staff Recommendation: Approval.

April 2023 Disbursements

Request approval of the April 2023 Cash Disbursements in the amount of \$773,599.68

Operating Account: \$435,196.31

ACH Manual Check Numbers 4502-4567 – \$338,753.20.

Check Numbers 11228 to 11261– \$96,443.11.

Payroll Account: \$338,403.37 (Three bi-weekly payroll periods paid in April)

ACH Transmittal Vouchers 2312 to 2323 – \$172,864.71.

ACH Direct Deposit Numbers 12531 to 12607– \$165,279.66.

Live Check Numbers 2114-2116 \$259.00.

Discussion:

All expenses are for normal operating costs, except for \$59,182 for Capital Cost – District and \$11,583 for Capital Cost – Joint.

Little Thompson Water District
Cash Disbursements Detail
Check Issue Dates: 4/01/2023 to 4/30/2023

Operations

Check Number	Check Issue Date	Payee	Description	Amount
4509	4/6/2023	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 179,378.02
11233	4/5/2023	Gopher Excavation Inc	Sys Repairs	\$ 28,686.50
11232	4/5/2023	Ditesco	Capital Cost-District-3rd & Welker Waterline Replace	\$ 25,910.80
4512	4/6/2023	CR LAND SERVICES, LLC	Capital Cost-District-Northeast Transmission Line	\$ 21,334.00
4515	4/6/2023	Handy Ditch Company	Handy Ditch Shares	\$ 17,310.00
4558	4/20/2023	Stratus Information Systems (ITX)	Computer Expenses	\$ 15,659.00
11239	4/5/2023	Orback Construction	Valve Repairs and Maintenance	\$ 12,685.00
4541	4/20/2023	Carter Lake Filter Plant	Capital Cost--Joint-CLFP Vehicles & Equipment	\$ 11,583.33
4502	4/3/2023	Adams Bank MasterCard	Credit Card--Conf/Sem-\$250; Computer Exp-\$144; Office Sup-\$1695; Bld/Grnds-\$1872; Office Exp-\$4362; Communications-\$44; Safety Exp-\$541; Vehicle Exp-\$84; Capital-\$1418	\$ 10,410.62
4526	4/6/2023	Snowmelt Water Engineering, LLC	Capital Cost-District-Water Rights Adjudication	\$ 9,315.00
4520	4/6/2023	J-U-B Engineers Inc	Relocate line on 54 & 13A	\$ 9,244.00
4529	4/6/2023	WEX Bank	Vehicle Expenses	\$ 8,389.90
4531	4/6/2023	WildRock PR & Marketing, LLC	Public Relations	\$ 6,300.00
11258	4/19/2023	Waas Campbell Rivera Johnson & Velasquez	24 Brookfield WL Passthrough	\$ 6,136.37
11247	4/19/2023	Davidson-Gebhardt Chevrolet	Vehicle Expenses	\$ 5,733.02
4552	4/20/2023	INFOSEND INC	Service Contracts	\$ 5,434.78
4540	4/20/2023	Carlson Hammond & Paddock	Legal Expenses	\$ 3,570.15
4518	4/6/2023	IMEG	GIS	\$ 3,420.00
4545	4/20/2023	Dana Kepner Company Inc	Inventory	\$ 3,114.00
11257	4/19/2023	VS Concrete Services	Sys Repairs	\$ 2,900.00
4526	4/6/2023	Snowmelt Water Engineering, LLC	Water Rights Consulting	\$ 2,880.00
11230	4/5/2023	Chambers Plumbing & Heating	Bldg/Grnds	\$ 2,775.00
11256	4/19/2023	Starr & Westbrook PC	Office Expenses	\$ 2,689.29
4528	4/6/2023	Western States Land Services LLC	Capital Cost-District-Northeast Transmission Line	\$ 2,622.44
11250	4/19/2023	LG Everist Inc	Sys Repairs	\$ 2,275.26
4542	4/20/2023	Certified Laboratories	Bldg/Grnds	\$ 2,236.70
4514	4/6/2023	Denver Winpump Co.	Dry Creek Reservoir Maint	\$ 2,129.14
4534	4/13/2023	Poudre Valley REA	Operations - Utilities	\$ 1,903.43
4527	4/6/2023	UNCC	Locate Expenses	\$ 1,673.13
4516	4/6/2023	High Altitude Equipment	Vehicle Expenses	\$ 1,616.24
4567	4/27/2023	Poudre Valley REA	Operations - Utilities	\$ 1,491.91
11240	4/5/2023	Poulsen Ace Hardware	Locate Expenses	\$ 1,287.36
4563	4/25/2023	XCEL Energy	Bldg/Grnds	\$ 1,269.22
4546	4/20/2023	Ferguson Waterworks	Valve Repairs and Maintenance	\$ 1,250.12
4559	4/21/2023	COMCAST	Communication Expenses	\$ 1,165.05
11231	4/5/2023	Consolidated Home Supply Ditch	Water Resources General Eng	\$ 1,071.00
4544	4/20/2023	Core & Main LP	Inventory	\$ 984.75
4561	4/24/2023	AT&T Mobility	Communication Expenses	\$ 972.64
11243	4/5/2023	WESLEY MELANDER	Landscaping Incentives	\$ 900.00
4503	4/4/2023	Verizon Wireless	Communication Expenses	\$ 880.17
4538	4/20/2023	Badger Meter	Service Connection Expenses	\$ 852.78
4539	4/20/2023	Bomgaars Supply	Uniform Expenses	\$ 766.56
4513	4/6/2023	Dana Kepner Company Inc	Sys Repairs	\$ 733.00
4521	4/6/2023	Loveland Barricade	Sys Repairs	\$ 720.00
4556	4/20/2023	Rocky Mtn Quick Lube	Vehicle Expenses	\$ 655.51
4555	4/20/2023	Loveland Ready Mix Concrete Inc.	Sys Repairs	\$ 594.10

Check Number	Check Issue Date	Payee	Description	Amount
4532	4/6/2023	Poudre Valley REA	Operations - Utilities	\$ 583.71
4511	4/6/2023	Cintas Corporation #737	Bldg/Grnds	\$ 582.40
11242	4/5/2023	T & T OK Tire	Vehicle Expenses	\$ 537.72
4524	4/6/2023	Rocky Mtn Quick Lube	Vehicle Expenses	\$ 513.79
4564	4/27/2023	Verizon Wireless	Communication Expenses	\$ 475.44
4543	4/20/2023	Cintas Corporation #737	Bldg/Grnds	\$ 448.31
11248	4/19/2023	Houska Automotive	Vehicle Expenses	\$ 435.00
4506	4/5/2023	Verizon Wireless	Communication Expenses	\$ 398.27
4504	4/4/2023	Verizon Wireless	Communication Expenses	\$ 387.96
4533	4/7/2023	COMCAST	Communication Expenses	\$ 353.79
4517	4/6/2023	Home Depot Credit Services	PRV Routine Repairs	\$ 350.80
4550	4/20/2023	Home Depot Credit Services	PRV Routine Repairs	\$ 319.56
4562	4/25/2023	United Power Inc	Operations - Utilities	\$ 299.33
11259	4/19/2023	Welch Lateral Ditch Company	Welch Lateral Ditch Shares	\$ 280.00
11235	4/5/2023	IDEXX	O & M	\$ 275.87
4525	4/6/2023	Sam's Club	Office Expenses	\$ 267.82
11253	4/19/2023	MFCP Inc.	PRV Routine Repairs	\$ 261.49
11255	4/19/2023	Prairie Mountain Media	Office Expenses	\$ 256.94
4505	4/4/2023	CenturyLink	Communication Expenses	\$ 251.90
11260	4/19/2023	Weld County Public Works Dept.	Service Connection Expenses	\$ 248.40
4551	4/20/2023	InfoArmor, Inc.	Insurance-Property & Casualty	\$ 203.00
4523	4/6/2023	Napa Auto Parts	Vehicle Expenses	\$ 187.47
4519	4/6/2023	John Deere Financial	Uniform Expenses	\$ 151.76
11228	4/5/2023	American Leak Detection	Sys Repairs	\$ 150.00
4557	4/20/2023	Sam's Club	Bldg/Grnds	\$ 149.98
11254	4/19/2023	Pop-A-Lock of N Colorado	Bldg/Grnds	\$ 146.00
4553	4/20/2023	Jax Outdoor Gear	Uniform Expenses	\$ 145.00
4554	4/20/2023	John Deere Financial	Uniform Expenses	\$ 138.38
11237	4/5/2023	LTWD Petty Cash Fund	Office Expenses	\$ 116.63
4508	4/6/2023	B-Town Automotive	Vehicle Expenses	\$ 111.02
4530	4/6/2023	Whiteside's Boots	Uniform Expenses	\$ 109.99
11249	4/19/2023	Larimer County Engineering Dept.	Service Connection Expenses	\$ 100.00
11238	4/5/2023	MI Sports	Uniform Expenses	\$ 91.65
4507	4/6/2023	Badger Meter	Service Connection Expenses	\$ 89.70
4548	4/20/2023	Handy Ditch Company	Water Resources General Legal	\$ 82.00
11229	4/5/2023	Berthoud Ace Hardware	Computer Expenses	\$ 76.98
4565	4/27/2023	Town of Berthoud	Bldg/Grnds	\$ 72.79
11245	4/19/2023	Bobcat of the Rockies	Vehicle Expenses	\$ 72.77
11241	4/5/2023	S & S Sanitation	Bldg/Grnds	\$ 68.56
11234	4/5/2023	Grainger	Fire Systems(Hydrants)Exp	\$ 55.82
11236	4/5/2023	Kirby's Hitch & Wiring	Vehicle Expenses	\$ 55.00
4510	4/6/2023	Central Weld County Water District	Purchased Water Expenses	\$ 47.12
11252	4/19/2023	LTWD Petty Cash Fund	Office Expenses	\$ 47.06
4522	4/6/2023	Mobile Lab USA LLC	Safety Expenses	\$ 45.00
11246	4/19/2023	Bullhide 4x4 & Accessories	Vehicle Expenses	\$ 37.45
4566	4/27/2023	City of Loveland Water & Power	Purchased Water Expenses	\$ 32.63
4560	4/24/2023	City of Loveland Water & Power	Purchased Water Expenses	\$ 32.40
11251	4/19/2023	Longs Peak Water District	Purchased Water Expenses	\$ 32.18
11261	4/19/2023	Larimer County Clerk & Recorder	Vehicle Expenses	\$ 25.00
4537	4/18/2023	XCEL Energy	Operations - Utilities	\$ 23.93

Check Number	Check Issue Date	Payee	Description	Amount
11244	4/19/2023	Berthoud Ace Hardware	O & M	\$ 22.99
4535	4/13/2023	XCEL Energy	Operations - Utilities	\$ 15.43
4536	4/17/2023	XCEL Energy	Operations - Utilities	\$ 13.83
4547	4/20/2023	Frontier Business Products	Service Contracts	\$ 9.00
4150	4/6/2023	Central Weld County Water District	Void	\$ -
4549	4/20/2023	Home Depot Credit Services	Void	\$ -
Total Operations				\$ 435,196.31

Payroll

Check Number	Check Issue Date	Payee	Description	Amount
2114	3/29/2023	Void	Void	\$ -
2115	4/27/2023	Varn, Christopher J	Per Diem Check	\$ 259.00
2116	3/29/2023	Void	Void	\$ -
2312	4/10/2023	EFTPS	Federal Withholding Tax Pay Period: 4/9/2023	\$ 31,376.49
2313	4/10/2023	CDOR	CO State Withholding Tax Pay Period: 4/9/2023	\$ 4,636.00
2314	4/10/2023	COLONIAL LIFE INSURANCE	Voluntary Life Pay Period: 4/9/2023	\$ 367.45
2315	4/10/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 4/9/2023	\$ 12,740.53
2316	4/10/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 4/9/2023	\$ 9,432.92
2317	4/10/2023	24HOUR FLEX	HEALTH SAVINGS ACCOUNT Pay Period: 4/9/2023	\$ 1,904.24
2318	4/24/2023	EFTPS	Federal Withholding Tax Pay Period: 4/23/2023	\$ 32,523.72
2319	4/24/2023	CDOR	CO State Withholding Tax Pay Period: 4/23/2023	\$ 4,611.00
2320	4/24/2023	CEBT	Insurance CEBT Pay Period: 4/23/2023	\$ 50,949.25
2321	4/24/2023	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 4/23/2023	\$ 12,872.51
2322	4/24/2023	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 4/23/2023	\$ 9,546.36
2323	4/24/2023	24HOUR FLEX	HEALTH SAVINGS ACCOUNT Pay Period: 4/23/2023	\$ 1,904.24
12531	12565	4/12/2023	Direct Deposit Pay Period Ending 4/9/2023	\$ 82,314.83
12566	4/12/2023	Szmyd, William R	March Board Meeting	\$ 105.32
12567	4/12/2023	Martens, Edward M	March Board Meeting	\$ 108.33
12568	4/12/2023	Brandt, Larry R	March Board Meeting	\$ 111.35
12569	4/12/2023	Brandenburg, Steven T	March Board Meeting	\$ 104.66
12570	4/12/2023	McMurtrey, Emily J	March Board Meeting	\$ 102.04
12571	4/12/2023	Walker, James J	March Board Meeting	\$ 111.87
12572	4/12/2023	Heiland, Ryan M	March Board Meeting	\$ 99.42
12573-12607	4/26/2023	Direct Deposit	Pay Period Ending 4/23/2023	\$ 82,221.84
Total Payroll				\$ 338,403.37
Total Cash Disbursements				\$ 773,599.68

Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 4/01/2023 to 4/30/2023

Employee Related Expenses	\$	338,403.37
Filter Plant Ops Expense	\$	179,378.02
Capital Cost-District	\$	59,182.24
Sys Repairs	\$	36,058.86
Vehicle Expenses	\$	18,369.89
Handy Ditch Shares	\$	17,310.00
Computer Expenses	\$	15,735.98
Valve Repairs and Maintenance	\$	13,935.12
Capital Cost-Joint	\$	11,583.33
Credit Card-Conf/Sem-\$250; Computer Exp-\$144; Office Sup-\$1695; Bld/Grnds-\$1872; Office Exp-\$4362; Communications-\$44; Safety Exp-\$541; Vehicle Exp-\$84; Capital-\$1418	\$	10,410.62
Passthrough-Relocate line on 54 & 13A	\$	9,244.00
Bldg/Grnds	\$	7,748.96
Public Relations	\$	6,300.00
24 Brookfield WL Passthrough	\$	6,136.37
Service Contracts	\$	5,443.78
Communication Expenses	\$	4,885.22
Operations - Utilities	\$	4,331.57
Inventory	\$	4,098.75
Legal Expenses	\$	3,570.15
GIS	\$	3,420.00
Office Expenses	\$	3,377.74
Locate Expenses	\$	2,960.49
Water Rights Consulting	\$	2,880.00
Dry Creek Reservoir Maint	\$	2,129.14
Uniform Expenses	\$	1,403.34
Service Connection Expenses	\$	1,290.88
Water Resources General Eng	\$	1,071.00
PRV Routine Repairs	\$	931.85
Landscaping Incentives	\$	900.00
O & M	\$	298.86
Welch Lateral Ditch Shares	\$	280.00
Insurance-Property & Casualty	\$	203.00
Purchased Water Expenses	\$	144.33
Water Resources General Legal	\$	82.00
Fire Systems(Hydrants)Exp	\$	55.82
Safety Expenses	\$	45.00
Total	\$	773,599.68

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

Subject:

Discussion of the Financial Reports

Staff Recommendation:

Staff recommends acceptance of the April Financial Reports.

Discussion:

OPERATING FUND:

Operating Revenue – We have collected \$3,586,133, which is \$251,906 less than budgeted.

Operating Costs – We have spent \$5,207,998, which is \$536,323 less than budgeted.

Operating Gain (Loss) – We have an operating loss of \$1,621,865, which is \$284,417 less than budgeted.

NON-OPERATING FUND:

Non-Operating Revenue – We have collected \$2,220,486, which is \$586,790 more than budgeted.

Capital Costs – District – We have spent \$257,570, which is \$3,203,999 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	54,673	52,400	157,200
Telemetry Improvements	-	25,000	200,000
Small Line Abandonment	-	30,000	75,000
Northeast Transmission Line	53,015	433,332	1,299,996
5MG Twin Mounds Tank Coating	14,574	-	-
Loveland/Campion Conversion	29,805	505,104	1,515,312
54 Bridge-Waterline Relocation	-	287,433	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	23,774	-	1,320,000
LCR 8 & 21 Waterline Modification	-	300,000	300,000
Botterill-LTWD System Modification	-	100,000	100,000
Total Capital Projects	\$ 198,009	\$ 1,848,269	\$ 6,331,807
Vehicle Replacement Program	-	80,000	80,000
Furn & Equip Replacement	-	7,500	12,500
Miscellaneous Equipment	11,927	7,800	7,800
Ops Equipment Replacement	3,915	18,000	18,000
Total Vehicles and Equipment	\$ 15,842	\$ 113,300	\$ 118,300
Water Rights - CBT	-	400,000	400,000
Water Rights - Other	-	400,000	400,000
Water Resources Gen Eng	32,811	300,000	600,000
Water Resources Gen Legal	10,909	66,668	200,004
Raw Water Infrastructure	-	333,332	999,996
2nd Use Infrastructure Study	-	120,000	120,000
Total Water Rights	\$ 43,720	\$ 1,620,000	\$ 2,720,000
Total Capital Costs – District	\$ 257,570	\$ 3,581,569	\$ 9,170,107

Capital Costs - Joint: We have spent \$153,025, which is \$697,600 less than budgeted.

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

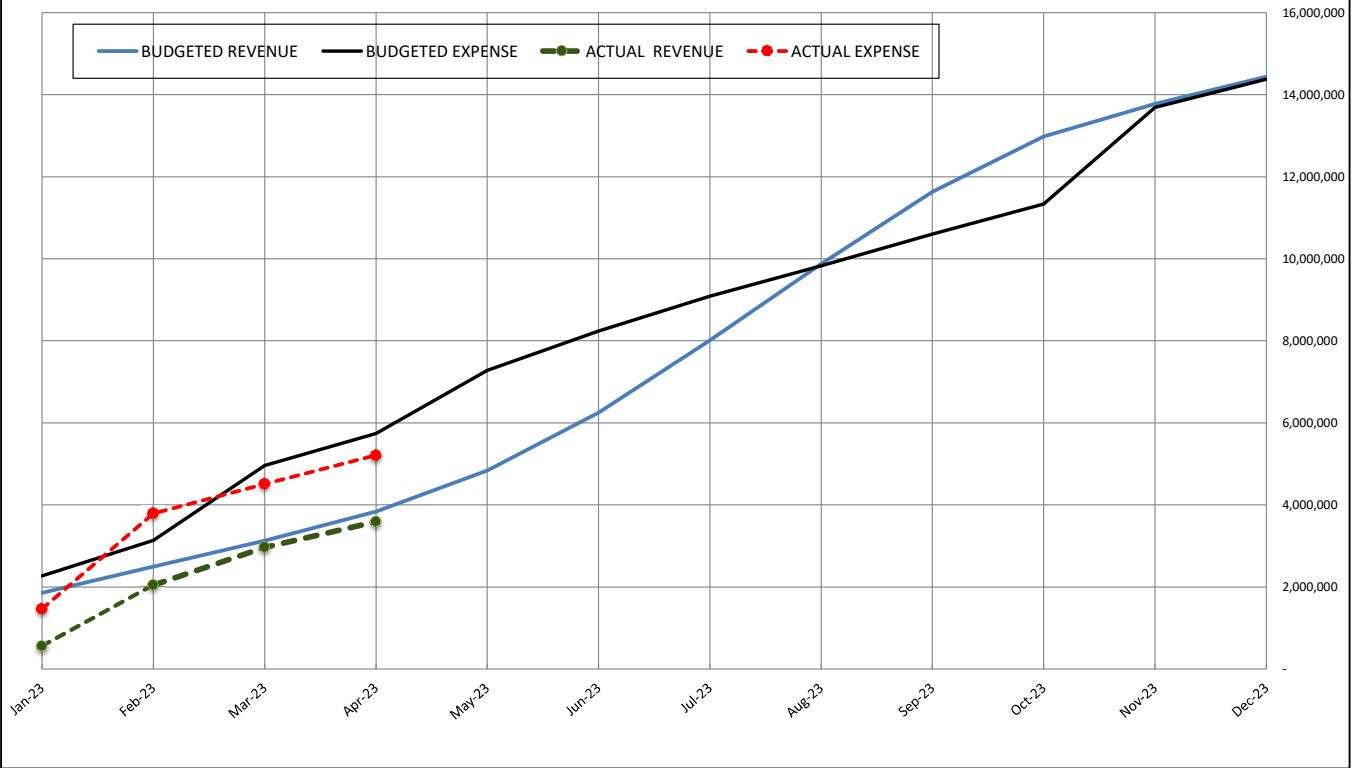
Capital Costs – Joint	Actual YTD	YTD Budget	Annual Budget
Dry Creek-Joint Cost	\$ -	\$ 150,000	\$ 150,000
CLFP Vehicles & Equipment	78,762	235,000	235,000
Pretreatment Design	74,262	415,625	415,625
Road Improvements	-	50,000	50,000
Total Capital Projects	\$ 153,025	\$ 850,625	\$ 850,625

Non-Operating Gain (Loss) – We have a net non-operating gain of \$1,809,891, which is \$4,488,389 more than budgeted.

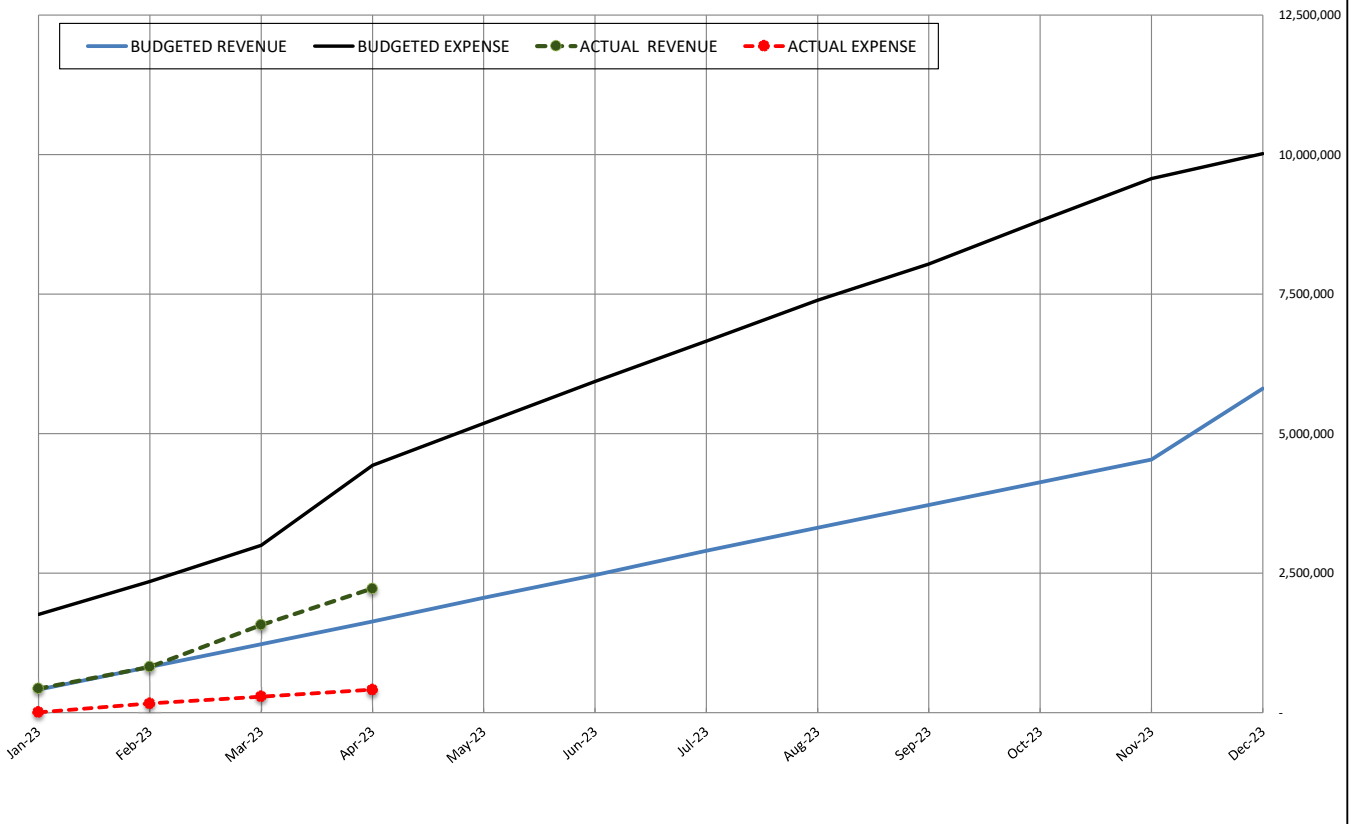
CHANGE IN WORKING CAPITAL:

Year-To-Date Change in Working Capital				
	Actual	Budget	Budget/Actual Comparison	Approved Budget
Operating Gain (Loss)	(1,621,865)	(1,906,282)	284,417	63,898
Non-Operating Gain (Loss)	1,809,891	(2,678,498)	4,488,389	(4,213,523)
Total Gain (Loss)	\$ 188,026	\$ (4,584,780)	\$ 4,772,806	\$ (4,149,625)

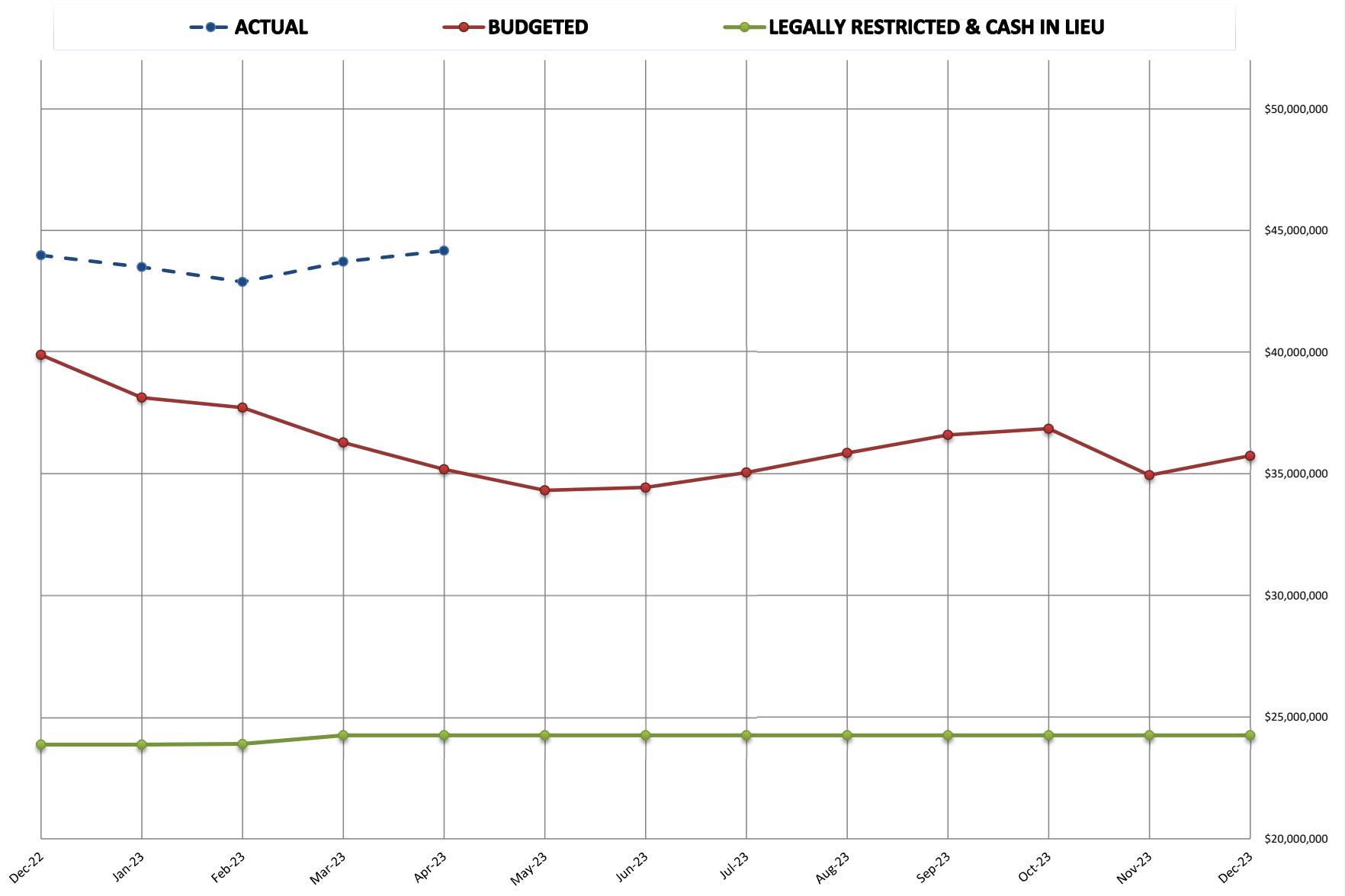
2023 OPERATING REVENUE & EXPENSE CUMULATIVE



2023 NON OPERATING REVENUE & EXPENSE CUMULATIVE



LITTLE THOMPSON WATER DISTRICT 2023 WORKING CAPITAL GRAPHICAL COMPARISON



LITTLE THOMPSON WATER DISTRICT

BALANCE SHEET

April 30, 2023

	Prior Month	YTD 2023	Actual 2022
CURRENT ASSETS			
Board Designated Reserves	\$ 18,773,208	\$ 19,478,557	\$ 19,943,591
Legally Restricted Cash	\$ 22,129,616	\$ 22,129,616	\$ 22,207,414
Cash In Lieu	\$ 2,118,860	\$ 2,118,860	\$ 1,656,260
Total Cash & Cash Equivalents	<u>\$ 43,021,685</u>	<u>\$ 43,727,034</u>	<u>\$ 43,807,265</u>
ACCOUNTS RECEIVABLE			
A/R - Water Revenue	\$ 591,733	\$ 618,750	\$ 692,696
A/R - Misc Revenue	\$ 419,427	\$ 380,613	\$ 152,156
Accrued Int Receivable	\$ 23,477	\$ 59,313	\$ 14,205
Projects Passthrough Projects	\$ 45,637	\$ 104,046	\$ 68,893
Total Accounts Receivable	<u>\$ 1,080,274</u>	<u>\$ 1,162,722</u>	<u>\$ 927,949</u>
OTHER ASSETS			
Inventory	\$ 478,998	\$ 495,244	\$ 469,674
Prepaid Expenses	\$ 25,656	\$ 25,656	\$ 25,656
Total Other Assets	<u>\$ 504,654</u>	<u>\$ 520,900</u>	<u>\$ 495,330</u>
CAPITAL ASSETS			
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	\$ 81,949,699
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	\$ 12,473,549
Accumulated Depreciation	\$ (40,306,629)	\$ (40,306,629)	\$ (35,821,410)
Water Rights	\$ 108,692,679	\$ 108,692,679	\$ 108,692,679
Total Capital Assets	<u>\$ 197,487,174</u>	<u>\$ 197,487,174</u>	<u>\$ 201,972,393</u>
Total Assets	<u><u>\$ 242,093,787</u></u>	<u><u>\$ 242,897,830</u></u>	<u><u>\$ 247,202,937</u></u>
CURRENT LIABILITIES			
A/P - Supplies	\$ 792,878	\$ 892,484	\$ 1,140,227
Wages Payable	\$ 531,414	\$ 529,571	\$ 534,594
Bond/Loan Interest Payable	\$ 94,219	\$ 94,219	\$ 94,219
Current Portion Long Term Debt	\$ (155,055)	\$ (155,055)	\$ (155,055)
Total Current Liabilities	<u>\$ 1,263,456</u>	<u>\$ 1,361,219</u>	<u>\$ 1,613,985</u>
LONG TERM LIABILITIES			
Bonds & Notes Payable	\$ 32,109,778	\$ 32,109,778	\$ 32,109,778
Unamortized Premiums - Discounts	\$ 770,967	\$ 770,967	\$ 770,967
Total Long Term Liabilities	<u>\$ 32,880,744</u>	<u>\$ 32,880,744</u>	<u>\$ 32,880,744</u>
Total Liabilities	<u>\$ 34,144,200</u>	<u>\$ 34,241,964</u>	<u>\$ 34,494,729</u>
NET ASSETS			
NET ASSETS	\$ 208,222,988	\$ 208,222,988	\$ 204,895,212
Net Revenue Over Expenses	\$ (273,401)	\$ 188,026	\$ 7,812,995
Total Equity	<u>\$ 207,949,587</u>	<u>\$ 208,411,014</u>	<u>\$ 212,708,207</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$ 242,093,787</u></u>	<u><u>\$ 242,652,978</u></u>	<u><u>\$ 247,202,937</u></u>

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

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2023 YTD Actual	2023 YTD Budget	YTD Comp Bud/Act	2023 Adopted Budget
OPERATING REVENUE							
Water Revenue Base Fee	318,802	316,816	1,986	1,261,851	1,246,412	15,439	3,813,445
Water Revenue Tier I	122,617	117,557	5,060	440,615	415,251	25,364	1,574,885
Water Revenue Tier II	46,914	64,639	(17,725)	162,616	206,871	(44,255)	2,503,350
Water Revenue Tier III	17,271	24,476	(7,205)	63,845	87,357	(23,512)	1,526,805
Water Revenue Tier IV	53,763	86,974	(33,211)	209,092	304,697	(95,605)	1,829,183
Water Revenue Tier V	16,739	29,079	(12,340)	58,312	121,363	(63,051)	1,237,475
Water Surcharge	-	-	-	-	-	-	42,000
Water Revenue Wholesale	14,362	27,500	(13,138)	52,839	110,000	(57,161)	342,000
Water Revenue Rental	26,025	25,000	1,025	26,025	25,000	1,025	40,000
Bulk Water Revenue	-	15,000	(15,000)	33,691	40,000	(6,309)	212,000
Other Revenue	4,236	6,050	(1,814)	20,913	24,755	(3,842)	61,160
Windy Gap Firming Passthrough	-	-	-	1,256,333	1,256,333	0	1,256,333
Total Operating Revenue	620,728	713,091	(92,363)	3,586,133	3,838,039	(251,906)	14,438,636
OPERATING EXPENSES							
Water Treatment	155,392	152,435	2,957	718,547	590,923	127,624	2,017,931
System Maintenance	83,145	92,300	(9,155)	351,300	363,175	(11,875)	1,059,700
Administration and General	68,928	105,731	(36,803)	331,144	414,469	(83,325)	1,040,262
Engineering	7,554	30,600	(23,046)	36,536	111,510	(74,974)	365,560
Assessments	26,192	1,000	25,192	2,240,167	2,454,500	(214,333)	2,462,500
Joint Operations	10,630	18,370	(7,741)	39,510	83,530	(44,020)	289,265
St Vrain Authority Operations	7,745	-	7,745	12,745	75,000	(62,255)	75,000
Wages & Benefits	337,147	383,976	(46,829)	1,478,049	1,651,214	(173,165)	4,727,464
Bond & Loan Payments	-	-	-	-	-	-	2,337,056
Total Operating Expenses	696,732	784,412	(87,680)	5,207,998	5,744,321	(536,323)	14,374,738
Operating Gain(Loss)	(76,004)	(71,321)	(4,683)	(1,621,865)	(1,906,282)	284,417	63,898
NON OPERATING REVENUE							
Plant Investment Fees	271,200	211,758	59,442	918,200	847,032	71,168	2,541,096
Cash in Lieu of Water Rights	195,000	132,708	62,292	657,600	530,832	126,768	1,592,496
NonRes Cash in Lieu of Water	-	-	-	-	-	-	-
Water Resource Fee	27,000	18,750	8,250	89,500	75,000	14,500	225,000
Tap Installation Revenue	25,400	22,458	2,942	75,100	89,832	(14,732)	269,496
Interest Income	99,849	15,000	84,849	336,590	60,000	276,590	180,000
Native Water Dedication Fee	-	-	-	4,500	-	4,500	15,000
Gain (Loss) Sale of Asset	-	-	-	-	-	-	-
Contrib Water Court	-	-	-	-	-	-	-
Other Fees	31,568	8,500	23,068	126,346	31,000	95,346	96,250
Passthrough Revenue	-	-	-	12,650	-	12,650	887,875
Windy Gap Firming Project	-	-	-	-	-	-	-
Windy Gap Firming Assessments	-	-	-	-	-	-	-
Total Non Operating Revenue	650,017	409,174	240,843	2,220,486	1,633,696	586,790	5,807,213
NON OPERATING EXPENSES							
Capital Improvements - District	78,530	775,142	(696,612)	198,009	1,848,269	(1,650,260)	6,331,807
Vehicles & Equipments Costs	5,964	-	5,964	15,842	113,300	(97,458)	118,300
Water Right Purchases	-	400,000	(400,000)	-	800,000	(800,000)	800,000
Water Rights - Windy Gap	-	-	-	-	-	-	-
Water Rights Adjudication	5,190	200,000	(194,811)	43,719	820,000	(656,281)	1,920,000
St Vrain Authority Treatment	-	-	-	-	-	-	-
Total Capital Costs - District	89,683	1,375,142	(1,090,648)	257,570	3,581,569	(3,203,999)	9,170,107
Capital Improvements - Joint	35,553	-	35,553	153,025	850,625	(697,600)	850,625
Total Non Operating Expenses	125,236	1,375,142	(1,055,096)	410,595	4,312,194	(3,901,599)	10,020,736
Non Operating Gain(Loss)	524,781	(965,968)	1,295,938	1,809,891	(2,678,498)	4,488,389	(4,213,523)
Net Revenue Over Expenses	448,777	(1,037,289)	1,291,256	188,026	(4,584,780)	4,772,806	(4,149,625)

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item Number: 6.1 – Jim Birdsall, Request for Tap Relocation

Staff: Brad Eaton, PE - District Engineer

Subject: Jim Birdsall Request for Tap Relocation Requiring a Wavier to the District’s Rules and Regulations (See Attached Request).

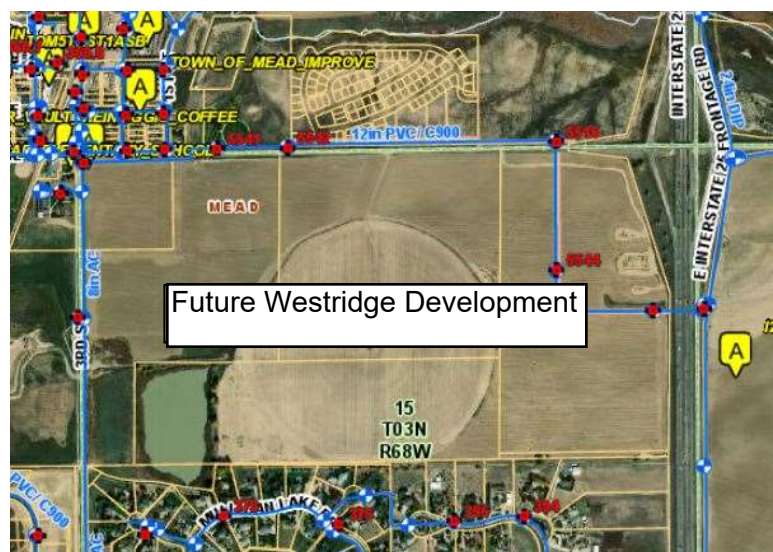
Staff Recommendation: Staff is supportive of this request.

Discussion: Please See Details of the Tap Relocation Request Below.

Waiver Request Background:

Parcel # 9403000005, located adjacent to the Heron Lakes golf course in Berthoud, is owned by Heron Lakes Investments, LLC and is currently served by a single LTWD 5/8-inch standard residential tap #6728. Parcel # 9403000005 is slated for future development with annexation into Berthoud and will be served by Berthoud water.

Jim Birdsall is a managing partner for Heron Lakes Investments, LLC and is also a managing partner for the future Westridge development in Mead, which is currently working through the entitlement process with the Town.



Tap #6728 will no longer be needed on parcel # 9403000005 when the property is served by Berthoud water. Therefore, Mr. Birdsall is requesting the relocation of tap #6728 so it can be utilized at future Westridge development in Mead.

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.

While 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, a 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 requested relocation.

Conditions and Staff Recommendation:

1. 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.
2. 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.
3. 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 that 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.

Brad Eaton

From: Jim Birdsall <jim@tbgroup.us>
Sent: Tuesday, March 14, 2023 10:01 AM
To: Brad Eaton
Subject: Request for LTWD Water Tap relocation

Brad,

I am formally requesting Little Thompson Water District to allow us to relocate an existing water tap to a property that is not adjacent.

The existing water tap is located north of Berthoud at:
4599 PINE HILL DR
Berthoud, CO 80513

This property has been annexed and will be developed in the Town of Berthoud and served by Berthoud water.

We would like to relocate the tap to either of our projects in the Town of Mead, both served by LTWD, known as Rangeview Estates and Westridge.

Thanks,

Jim Birdsall, ASLA, PLA
Principal

TB | Group

landscape architecture | planning

444 Mountain Avenue
Berthoud, Colorado 80513
970.532.5891 ext. 101

Jim@TBGroup.us

www.TBGroup.us

STATEMENT OF AUTHORITY

- 1. This Statement of Authority relates to an entity named Heron Lakes Investment, LLC...
2. The type of entity is a: [X] limited liability company...
3. The entity is formed under the laws of Colorado...
4. The mailing address for the entity is 444 Mountain Ave Berthoud CO 80513...
5. The name James Birdsall...
6. The authority of the foregoing person(s) to bind the entity is not limited...
7. Other matters concerning the manner in which the entity deals with interests in real property:

Executed this 11 day of May, 2023.

J. Birdsall
Signature (Type or Print Name Below)

STATE OF Colorado)
COUNTY OF Larimer) ss.
The foregoing instrument was acknowledged before me this 11th day of May, 2023, by James Birdsall.

Witness my hand and official seal
My commission expires:

Sarah Kimmett Smith
Notary Public



1This form should not be used unless the entity is capable of holding title to real property.
2The absence of any limitation shall be prima facie evidence that no such limitation exists.
3The statement of authority must be recorded to obtain the benefits of the statute.

STATEMENT OF AUTHORITY

- 1. This Statement of Authority relates to an entity named WESTRIDGE METRO POLITAN DISTRICT, and is executed on behalf of the entity pursuant to the provisions of Section 38-30-172, C.R.S.
2. The type of entity is a: [] corporation, [] nonprofit corporation, [] limited liability company, [] general partnership, [] limited partnership, [] registered limited liability partnership, [] registered limited liability limited partnership, [] limited partnership association, [x] government or governmental subdivision or agency, [] trust
3. The entity is formed under the laws of COLORADO
4. The mailing address for the entity is 6355 FAIRGROUNDS AVE, SUITE 300 WINDSOR, CO 80513
5. The [x] name [] position of each person authorized to execute instruments conveying, encumbering, or otherwise affecting title to real property on behalf of the entity is JAMES BIRDSELL
6.2 The authority of the foregoing person(s) to bind the entity is [x] not limited [] limited as follows:
7. Other matters concerning the manner in which the entity deals with interests in real property:

Executed this 11 day of MAY, 2023

[Signature] Signature (Type or Print Name Below)

STATE OF Colorado)
COUNTY OF Larimer) ss.
The foregoing instrument was acknowledged before me this 11th day of May, 2023, by James Birdsell
Witness my hand and official seal
My commission expires:

[Signature] Notary Public



1This form should not be used unless the entity is capable of holding title to real property.
2The absence of any limitation shall be prima facie evidence that no such limitation exists.
3The statement of authority must be recorded to obtain the benefits of the statute.

Agenda Item Summary
Little Thompson Water District

Date: May 18, 2023

Item: 6.2 Handy Ditch Company Update

Staff: Nancy Koch, Water Resources Manager

Subject: Handy Update

Staff Recommendation: Information Only

Discussion:

The District has been working with the Handy Ditch Company (“Handy”) to change the use of LTWD’s Handy shares so we can use the share water as a potable water supply. There has not been a significant change of use case of Handy shares and there is no precedence for a ditchwide change of use that will allow the District to convert any share in the Handy Ditch to municipal use with defined yield. The District has worked with Handy to complete a defensible ditchwide engineering analysis and a proposed decree and is now ready to file a Water Court Application to change the use of our Handy shares. Prior to filing, however, precedent in Water Law (Catlin Provision) requires an entity (such as the District) to allow a ditch company to review and approve a change of use application. Staff will discuss issues related to Handy’s Catlin Review and Water Court Application.

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 6.3

Staff: Amber Kauffman, District Manager

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

Staff Recommendation: Staff Recommends Approval

Discussion: Brookfield is required to construct a transmission line along the west side of I-25 from Weld County Road 38 to Weld County Road 28 and then east to their development. This construction was to be completed prior to the 1,201st tap was to be issued. Currently, Barefoot Lakes is nearing the issuance of that 1,201st tap. Addendum C of the Water Service Agreement was an agreement in which LTWD 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 we 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. These factors include:

- Communication and commitment to layout by CDOT for I-25 expansion
- Covid
- General easement acquisition for property owners who were demanding, had unrealistic expectations for property values, and owners who were snow birds.

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 Lakes. Brookfield has traditionally predicted homes sales nearing 250 lots per year. Given this 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.

**AMENDMENT TO AGREEMENT FOR WATER EXTENSIONS
TAP ISSUANCE PRIOR TO LINE COMPLETION**

This Amendment to Agreement for Water Extensions (the “**Amendment**”) is dated effective as of the ____ day of _____, 2023 (the “**Effective Date**”) by and between LITTLE THOMPSON WATER DISTRICT (“**LTWD**”), BAREFOOT, LLC, a Colorado limited liability company (“**Barefoot**”), and BROOKFIELD RESIDENTIAL (COLORADO), LLC (“**BRP**”). (Barefoot and BRP are collectively referred to herein as “**Brookfield**”) (LTWD and Brookfield are collectively referred to herein as the “**Parties**”).

RECITALS

A. LTWD, Barefoot and BRP are parties to that certain agreement for Water Extensions dated April 7, 2005 and amended on October 14, 2010, October 11, 2012, and February 12th, 2015; further amended by the First Amendment to Amended and Restated Agreement for Water Extensions, dated January 31, 2016; a Revised Addendum A, dated October 7, 2019; Addendum B, dated May 16, 2017 and revised on April 4, 2019; and Addendum C, dated May 21, 2019 (collectively the “**Water Service Agreement**”).

B. The Water Service Agreement obligates Brookfield to complete an off-site water line to serve the Barefoot Lakes project in Firestone, Colorado (the “**Off-Site Water Line**”) and allows for the issuance of up to 1,200 SFE service taps by LTWD prior to completion of the Off-Site Water Line.

C. Addendum C, Section 10 of the Water Service Agreement provides that so long as: (i) Barefoot has not caused a material delay or impairment in the progress toward completion of the Off-Site Water Line and (ii) LTWD has reasonable additional capacity in the existing water line serving the Project, LTWD may issue SFE service taps in excess of the 1,200 SFE service tap limit.

D. Brookfield has requested a definitive commitment to issue additional SFE service taps and LTWD has confirmed that it has additional capacity in the existing water line. LTWD and Barefoot now desire to amend the Water Service Agreement to allow for the issuance of an additional five hundred (500) SFE taps prior to completion of the Off-Site Water Line.

IN CONSIDERATION of the mutual promises and agreements set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, LTWD and Brookfield fully amend and restate the Water Service Agreement as follows:

1. ADDITIONAL SFE TAP ISSUANCE. Section 1.1 of Addendum A and Section 10, of Addendum C to the Water Service Agreement are each hereby amended to require the

completion of the Off-Site Water Line prior to the issuance of the 1,701st SFE service tap for the project.

2. MISCELLANEOUS.

2.1. *Notices.* Any notice required or permitted by this Amendment shall be as provided in the Water Service Agreement.

2.2. *Additional Documents or Action.* The parties agree to execute any additional documents and to take any additional action necessary to carry out this Amendment.

2.3. *Headings & Counterparts.* The paragraph headings used in this Amendment are for convenience of reference only and shall not be deemed to define or limit the provisions of this agreement. This Amendment may be executed in multiple counterparts, each of which shall be deemed to be an original, but all of which, together, shall constitute one and the same instrument.

2.4. *Nonwaiver of Immunity.* This amendment shall not be construed to waive any of the privileges or immunities the District or its offers, employees, successors and assigns are lawfully entitled to present pursuant to law, including but not limited to the Colorado Governmental Immunity Act, §24-10-101 et seq., as amended, and any other privilege or immunity of the District.

IN WITNESS WHEREOF, the parties hereto have set their signatures to this Amendment as of the date first set forth above.

LITTLE THOMPSON WATER DISTRICT

BAREFOOT, LLC.

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Ratified by LTWD Board of Directors on:

And:

By: _____
Name: _____
Title: _____

BROOKFIELD RESIDENTIAL (COLORADO), LLC

By: _____
Name: _____
Title: _____

And:

By: _____
Name: _____
Title: _____

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 6.4

Staff: Amber Kauffman, District Manager

Subject: Carter Lake Filter Plant

Staff Recommendation: Informational Only

Discussion:

I met with Rick and Stan to discuss Dry Creek Reservoir on Wednesday, April 26. I conveyed our 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. Stan was not happy with the news and Rick was surprised. We discussed their current thoughts on a plan to treat the water and stated that currently the CLFP board had allocated money and given direction to address the issue. I asked that they prepare a plan for our review/consideration which would address the testing, chemical application, and how to determine when to shut down pumps at Dry Creek.

The CLFP board packet was forwarded to the LTWD board on Monday, May 8. Additional information and action that occurred at the meeting on Wednesday, May 10 is summarized below:

Pretreatment: NoCo Engineering requested that the board allow direct negotiation with vendors for the acquisition of the Dissolved Air Flootation (DAF) equipment. The board agreed to direct negotiation. Current costs estimates are close to \$44 million; however, the two districts bonded money based on a cost estimate of \$30 million and are needing to spend the money as soon as possible due to the delays in the project and requirements of receiving bond money.

Dry Creek: Rick, Darrel, and Josh met with the City of Loveland treatment plant staff to discuss the challenges Loveland had with their reservoir that serves their treatment facility. Loveland had used copper sulfate, hydrogen peroxide, and mixing to try to solve their taste and odor problems. Currently they are doing a feasibility study to use liquid oxygen to de-stratify the reservoir and reduce algal impacts. Loveland recommended dumping the water first and if that was not possible, use copper sulfate. The CLFP board recommended that Rick move ahead with the chemical treatment of Dry Creek Reservoir to reduce the taste and odor compounds in order to pump water into the treatment plant for delivery this year when the Dry Creek component would amount to 10% of the total

water delivered. The current thought for application is to use a boat which will likely require a modification to the boat ramp at the reservoir as the current one will likely not work without abnormal deployment of the boat. The board also recommended getting more information on a smaller pump for installation at the pump station to deliver water year-round at a 10% application rate.

Operations: There may be a need next year to replace some of the membranes that were installed in 2016. Additionally, their consultant, Karla Kinzer, has recommended that some SCADA improvements/changes are made next fall.

Agenda Item Summary

Little Thompson Water District

Date: April 20, 2023

Item: 6.5

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 Monday, May 8. Below is the summary of discussion points from the meeting held on Monday, May 8.

The authority board decided not to engage an auditing firm as previously decided. The original decision to send out an RFP for an auditor was made subsequent to a Colorado Open Records Request revealing the 2021 audit had not been presented to the SVWA board or a copy provided to LTWD, as required. The audit had been completed as a part of Firestone's audit as the financial processing/budgeting was considered a component unit of the Town which meets the legal requirements of the state.

The authority board recognized the need to provide additional management/administrative services that Director Lindsay has been doing as the organization enters the operational phase. The board decided to move forward in reviewing the proposed RFP for administrative services. The Town of Firestone offered to provide administrative and financial services on an as needed basis for an indeterminate amount of time.

The authority 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 pm.

Agenda Item Summary
Little Thompson Water District

Date: May 18, 2023

Item: 6.6 Public Hearing Action Item

Staff: Judy O'Malley, Administrative Assistant

Subject: LTWD Larimer County Exclusions – Resolution 2023-16

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 2023-16

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: Merle Maring
Parcel Number: 9524400025
Property Address: 1016 S. Saint Louis Ave., Loveland, CO 80537
Legal Description: POR NE OF SE OF 24-5-69, COM AT SE COR SD SEC; S 89 17' W 1313.27 FT; N 00 10' 50" W 1317.44 FT; N 00 11' 44" W 154.22 FT TPOB; N 00 11' 44" W 170.69 FT; S 89 35' 23" E 473.36 FT; S 89 35' 23" E 90.45 FT; S 00 01' 05" E, COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Robert Troendly & Sue Troendly
Parcel Number: 9524405001
Property Address: 921 S. Saint Louis Ave., Loveland, CO 80537
Legal Description: LOTS 1-5, 19 THRU 22, & N 10 FT OF LOT 23, BLK 6, WINONA, COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Robert Troendly & Sue Troendly
Parcel Number: 9524400015
Property Address: 835 S. Saint Louis Ave., Loveland, CO 80537
Legal Description: BEG AT PT S 0 15' 53" E 346.5 FT FROM NE COR OF NW OF SE 24-5-69, TH S 89 14' 40" W 538 FT, S 0 10' 53" E 438FT, N 89 14' 40" E 175 FT, N 0 10' 53" W 372 FT, S 89 14' 40" E 363 FT, N 0 10' 53" W 66 FT TPOB; ALSO POR, 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 May 18, 2022."

President

Attest: _____
Secretary

[SEAL]

8Th St Se

S Saint Louis Ave

1016 S St Louis Ave
Loveland, CO
Parcel : 952440025

14Th St Se

Maxar, Microsoft

LTWD EXCLUSION: MERLE MARING



0 55 110 220 US Feet
1:8,400
1in = 700ft

This map is for display purposes only and is not survey accurate. Do not use for legal conveyance. Reproduced 5/2021.



921 S St Louis Ave
Loveland, CO
Parcel : 9524405001

835 S St Louis Ave
Loveland, CO
Parcel : 9524400015

LTWD EXCLUSION: ROBERT & SUE TROENDLY



0 55 110 220 US Feet
1:8,400
1in = 700ft

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

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 7.1

Staff: Amber Kauffman, District Manager

Subject: Manager's Report

Staff Recommendation: Informational Only

Discussion:

General

We received notice on Wednesday, May 10 that the Town of Milliken had to issue a water warning to residents telling them to boil their water. We have five LTWD customers that receive Milliken water due to different development projects that impacted LTWD waterlines. The boil order was lifted the evening of Thursday May 11 and our impacted customers were notified.

I attended the Northern Colorado Water Alliance (formally the Regional Water Leaders) 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. Afterward, the members socialized at a nearby restaurant. There is great collaboration happening in the northern Front Range area!

Nancy, Amanda, Garrett, and I attended a meeting with Loveland staff to discuss potential projects and opportunities for the two agencies to work together. Nancy created a great summary table of potential items to consider as we review return flow obligations of both agencies. The group will continue to meet quarterly to discuss opportunities and priorities.

The Berthoud Fire Protection District completed their dive certification process for their hazardous response team at Dry Creek Reservoir on Thursday, May 11. The Fire District appreciates our 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. We also discussed chemical application to the reservoir and they asked that we keep them informed of the date and chemical that is applied.

I met with Ken Matthews, utility director for the Town of Berthoud, on Wednesday May 3. We have monthly meetings scheduled to discuss items of interest between the two water

providers. Ken and I talked about the request from Berthoud to take 0.75 million gallons per day of water from LTWD and the potential locations for that delivery. This request was built into our demand projections for Carter Lake Filter Plant. Additionally, we discussed potential tap transfers and past tap transfers and the details for those to occur.

I met with the Firestone Town Manager, AJ Krieger, on Tuesday May 9 for breakfast. Both he and I see a need for an Authority general manager position to ensure the board stays on track, meets legal requirements, and doesn't get too far in the weeds. Additional work on the IGA's and founding documents may be required to address inconsistencies, funding, and other items. Separately, Firestone council members were getting questions about the filling of Barefoot Lakes. To address the public's concern, LTWD staff wrote a summary of information to distribute as necessary to stymie concern from the public. This is the same summary that was sent to Brookfield for their metro district to distribute. Subsequently, on May 12 we were notified that we had "free river" in the St. Vrain River and were able to start pumping water into the Barefoot Lakes. This was great news for AJ and for Brookfield.

Our marketing group continues to improve our communication with our customers through targeted emails, postcards, newsletters and related QR codes to track success rates as well as the on-going social media assistance. I sent out an email to the directors with the summary of those results on Wednesday, May 10. We have completed a taste and odor crisis communications messaging plan with the assistance of WildRock in preparation for the treatment and upcoming delivery of water from Dry Creek Reservoir. We have also asked WildRock to assist with a statement regarding PVC and Fluoride based on the comments at the last board meeting.

We had a delayed Cinco de Mayo employee event on May 10 that included fajitas, tacos, beans, rice and chips and dips. It was good to get together and the day couldn't have been better timing as it was rainy and dreary, so indoor activities were a plus!

Agreements

We received a signed copy of the water dedication agreement from Aurora Organic Dairy (AOD). They 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. I am planning on bringing both of the agreements to the board at the same time for approval.

I continue to meet with the Town of Johnstown to finalize the revised intergovernmental agreement with the latest meeting scheduled for May 15.

Agenda Item Summary

Little Thompson Water District

Date: May 18, 2023

Item: 7.2 Business Manager's Report

Staff: Angela Diekhoff-Business Manager

Subject: May Board Meeting, Business Manager Report.

Staff Recommendation: For Information.

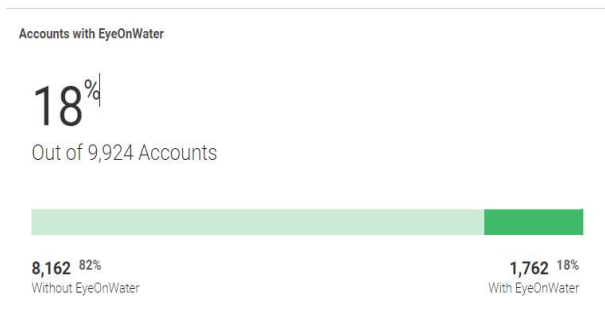
Discussion:

Office Update:

- LTWD is running a promotion for anyone that Likes our Facebook and comes in to show us will receive either two free soaker hoses or a hose nozzle.
 - ❖ This has been a great turnout and we have seen lots of customers come in to show us they are following LTWD and claim their gift.
- Judy is working on updating the Webpage, if the board members could please take a few minutes to review each of their bio's and let Judy know by email if there are any changes.
- A good majority of the employees participated in a CPR recertification class. It was very successful and we received great feedback from the employees.

Eye on Water:

- Keep an eye out for a postcard going out to promote EyeOnWater. We will be offering a \$10 incentive to anyone that signs up.
 - ❖ This has been extremely successful, since the postcard went out at the beginning of the month, we have seen over 150 new sign ups. We will continue to run the promotion till August.



Agenda Item Summary

Little Thompson Water District

Date: April 20, 2023

Item: 7.3 District Engineer Report

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

Subject: April Board Meeting, Engineering Report.

Staff Recommendation: For Information.

Discussion:

COMMITMENT TO SERVE REQUESTS: 4 new tap requests for April, bringing the 2023 total to 16. (2022 TOTAL: 5011).

2023 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	BUDGETS TOTAL / 2022 / SPENT TO DATE
*NORTHEAST TRANSMISSION LINE (#70-137-00000)	CR Land Services is presenting easement offers to property owners. 2 of 21 easements have been secured to date.	\$5,400,000 / \$1,300,000 / \$336,532
*TWIN MOUNDS 5 MILLION GALLON (MG) TANK REHAB (#70-138-00000)	Sandblasting and priming of the tank exterior is complete. Interior epoxy coating is in process.	\$1,650,000 / \$825,000 / \$2,043,395
*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)	Final design drawings are complete. Bid document preparation is in process and project is expected to bid in late May with construction start mid-summer of 2023.	\$1,520,000 / \$1,520,000 / \$215,892
COUNTY ROAD IMPROVEMENTS (#70-100-00000)	Ongoing budget item driven by County Road improvement projects.	\$200,000 / \$200,000 / \$7,543
SCADA IMPROVEMENTS (#70-103-00000)	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
SMALL LINE IMPROVEMENTS (#70-121-00000)	Ongoing budget item to replace various small waterlines.	\$75,000 / \$75,000 / \$8,470
54 BRIDGE WATERLINE RELOCATION (#70-142-00000) (PASS THROUGH #1128)	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
DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)	Evaluate feasibility of installing photovoltaic panels on Dry Creek Reservoir for hydrogen production.	\$35,000 / \$35,000 / \$0
WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)	The project has been restarted with the goal of completion in 2023.	\$150,000 / \$75,000 / \$3,710
RAW WATER INFRASTRUCTURE (#73-105-00000)	Route planning in progress. Easement discussions with property owners beginning in late May.	TBD / \$400,000 / \$28,398

2023 CAPITAL PROJECTS		BUDGETS
*FUNDED BY BOND PROCEEDS	PROJECT STATUS	TOTAL / 2022 / SPENT TO DATE
3RD & WELKER – MEAD (#70-147-00000)	Design in progress. Construction start expected fall of 2023.	\$1,320,000 / \$1,320,000 / \$92,925
LARIMER COUNTY ROAD (LCR) 8 AND 21 WATERLINE MODIFICATIONS (MODS.) (#70-148-00000)	Gopher Excavation was low bid and awarded the project. Construction is expected to start May 2023.	\$300,000 / \$300,000 / \$14,625
BUCKHORN TANK MIXING SYSTEM STUDY (#70-146-00000)	Develop project scope and solicit proposals in summer of 2023.	\$40,000 / \$40,000 / \$0
TWIN MOUNDS PASSIVE MIXING SYSTEM (#70-145-00000)	Develop design and solicit bids fall of 2023. Construction winter of 2023.	\$227,000 / \$227,000 / \$0
BOTTERILL / LTWD SYSTEM MODS. (#70-149-00000)	Design and bids complete. Final coordination with railroad is in progress.	\$100,000 / \$100,000 / \$5,000

New Development Projects: No New Development Projects for April

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 in construction.
Red Barn	457 Residential	Initial acceptance is issued, final acceptance issue for select portions.
Gopher Gulch RV Park	145 RV spaces	Under construction.
Elevation 25 (Formerly Mann Farms)	7 Commercial	Initial acceptance issued.
Root Shoot Malting – Facility Expansion	Commercial	Final acceptance issued for phase 1.
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Barefoot Lakes Filing 6	193 Residential	Starting 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. Development construction and inspections remain active. Capital project inspections will begin with the LCR 8 & 21 project in mid-May.
2. Development review and referrals remained slower than normal for the month of April.
3. West I-25 Transmission Line. Brookfield is negotiating 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

The exterior sandblasting and priming is complete. With ambient temperatures on the rise, focus has shifted back to the interior epoxy coating. Stripe coating of the ceiling and walls is complete and ready for epoxy spray coating. The contractor plans to employ a more aggressive floor blasting system to remove the heavy paint layer and mil scale more quickly.

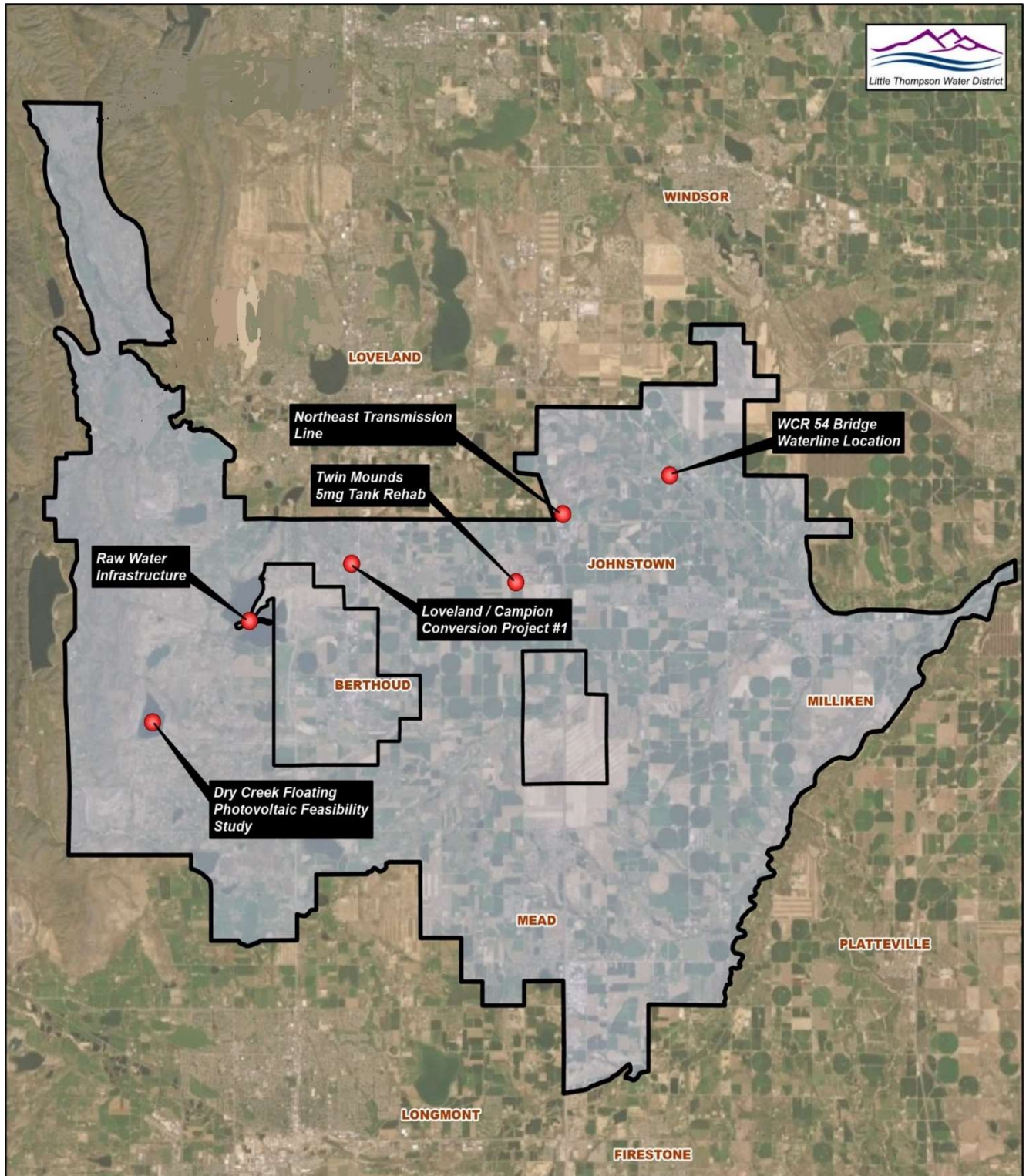


View of ceiling epoxy stripe coating which is complete and ready for final spray coating.



View of heavy paint layer and mil scale requiring a more aggressive blasting technique to speed up removal.

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

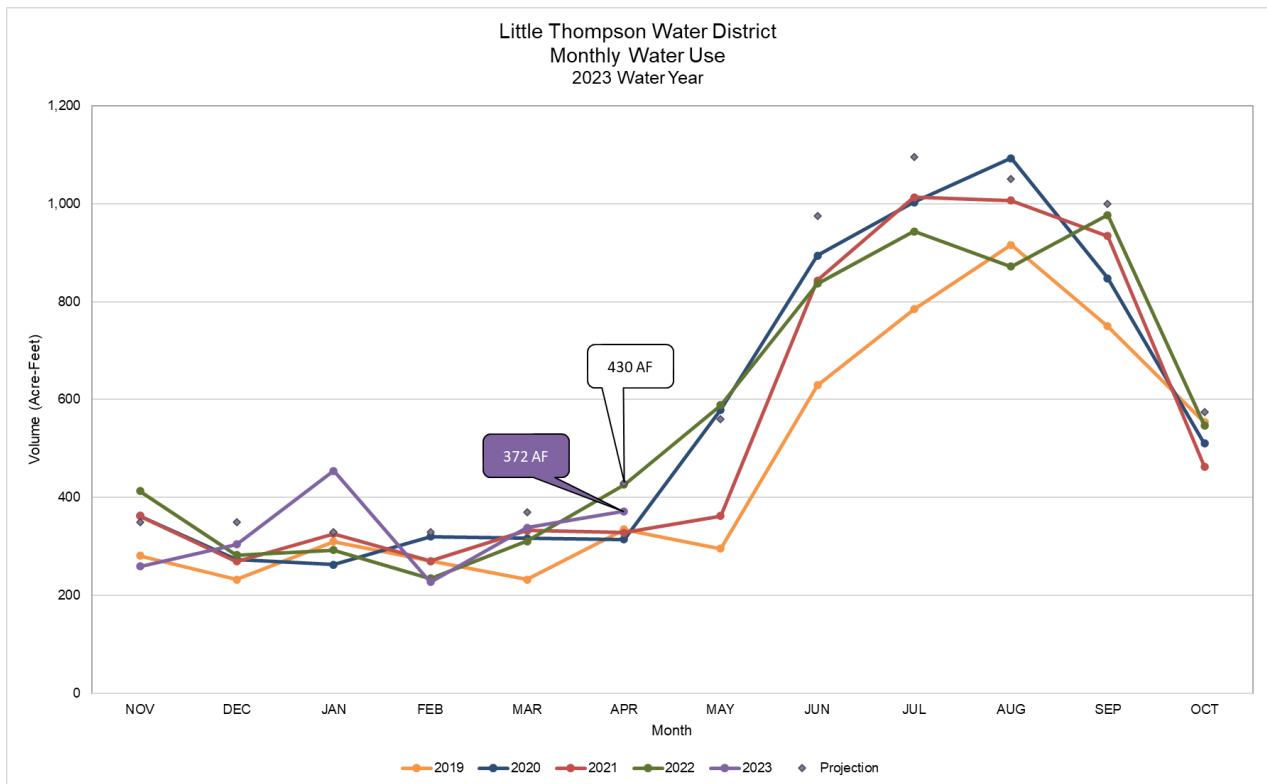
Date: May 18, 2023

Item: 7.4 Water Resources Managers Report

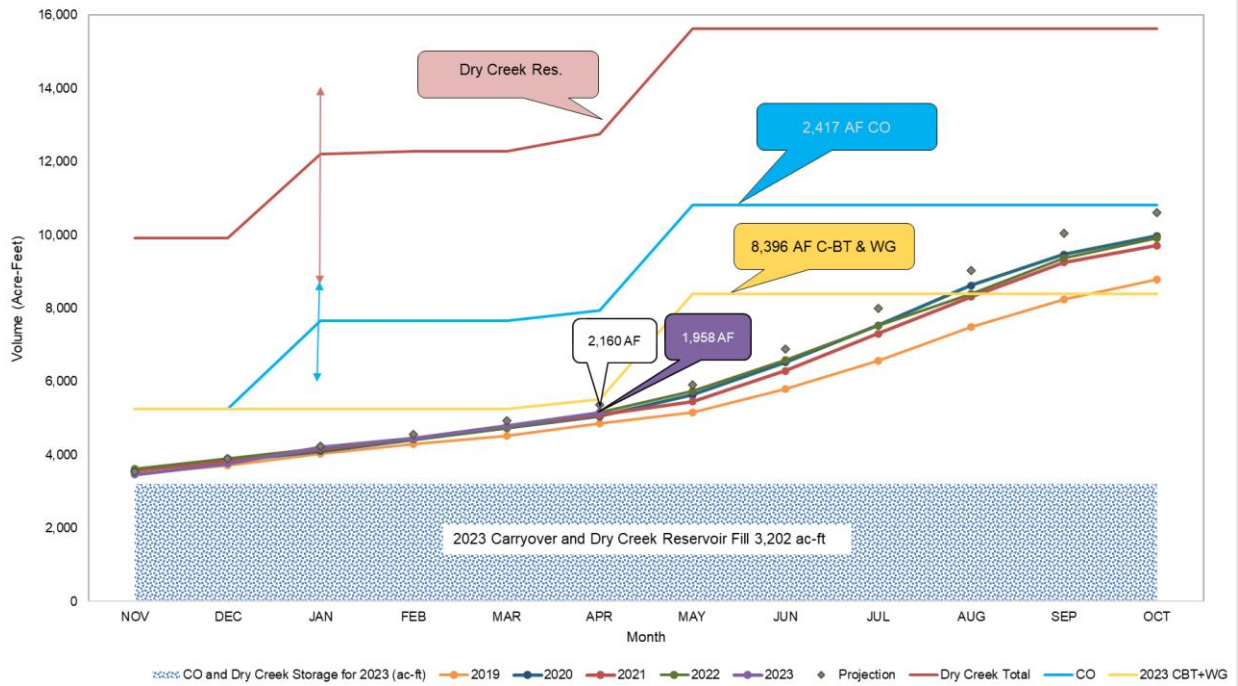
Staff: Nancy Koch, Water Resources Manager and Amanda Hoff, Water Resources Administrator

Subject: April Water Use

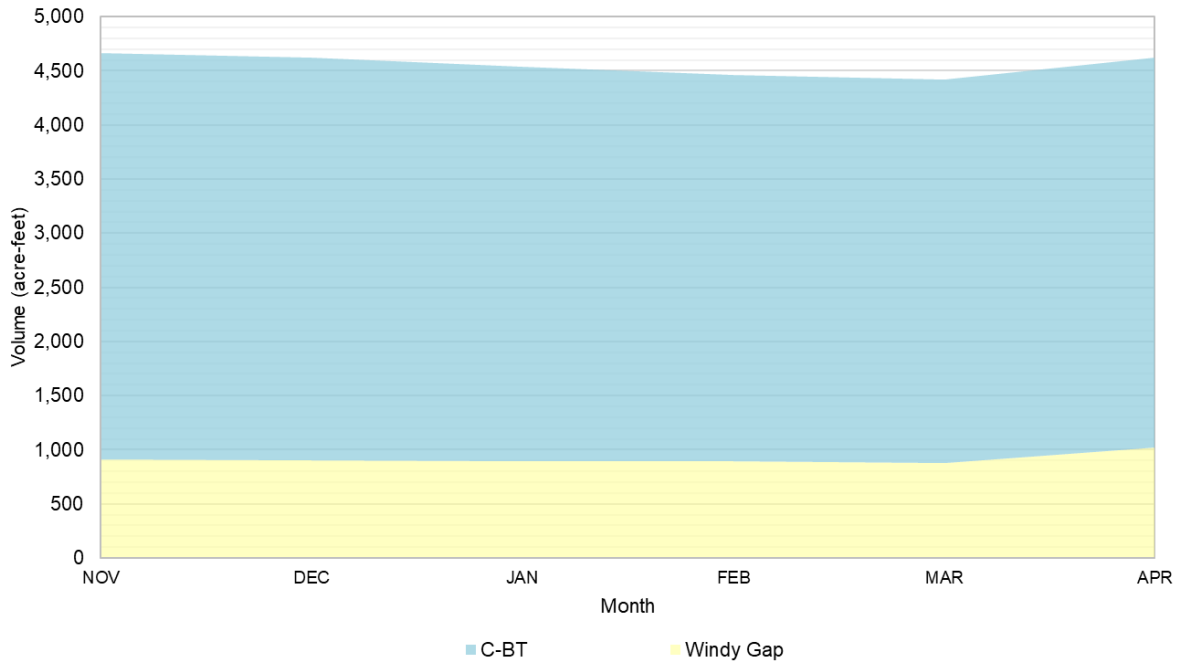
Staff Recommendation: Information Only



Little Thompson Water District
Cumulative Water Use
2023 Water Year



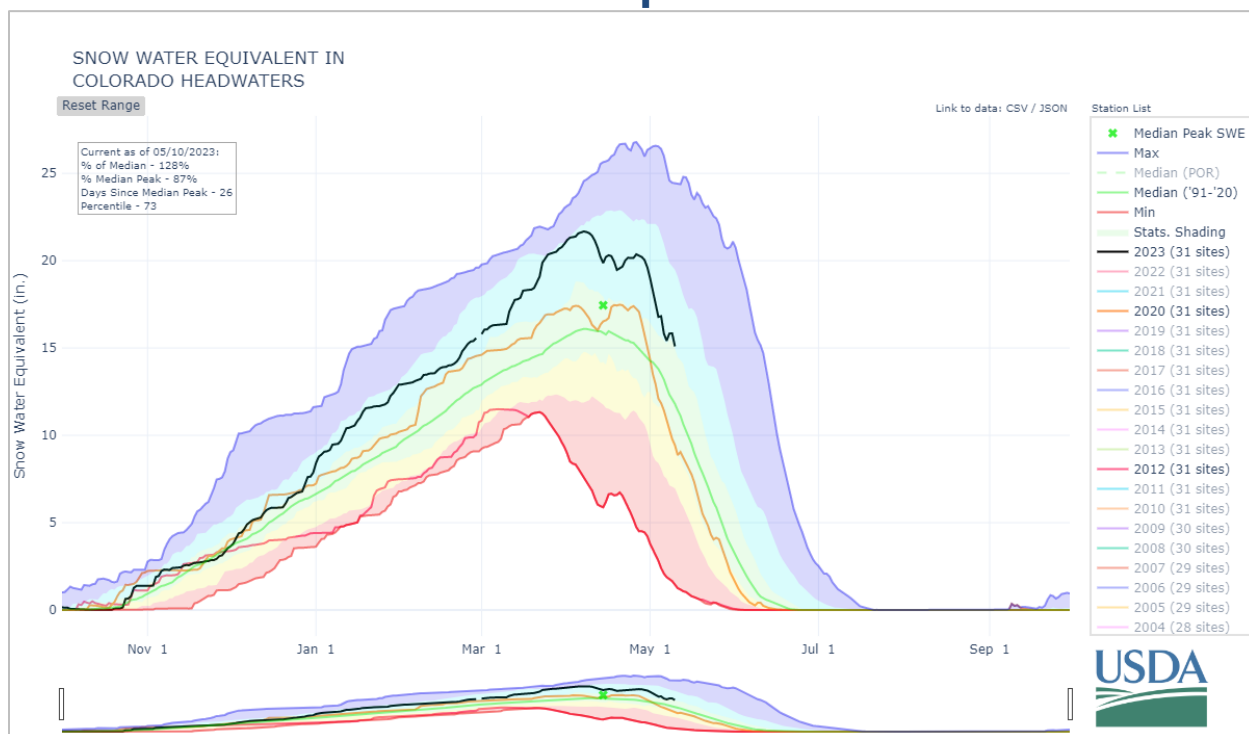
Dry Creek Reservoir Monthly Volume



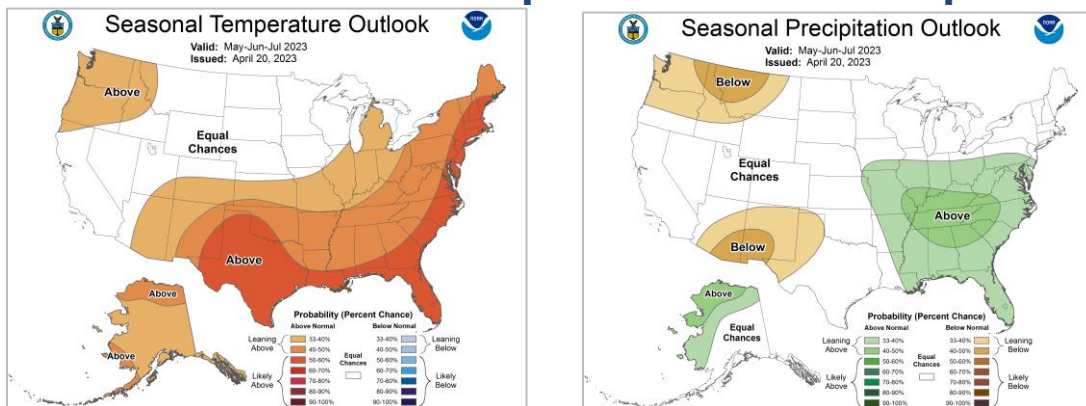
Water Court Progress

Consolidated Home Supply	Handy
April 2023 Settlement Talks with Objectors	February 2023 Operations Agreement Finalized by LTWD
	May 2023 Discuss Catlin and Water Court Application process

Snowpack



Seasonal Outlook: Temperature and Precipitation



Agenda Item Summary

Little Thompson Water District

Date: May 1, 2023

Item: 7.5

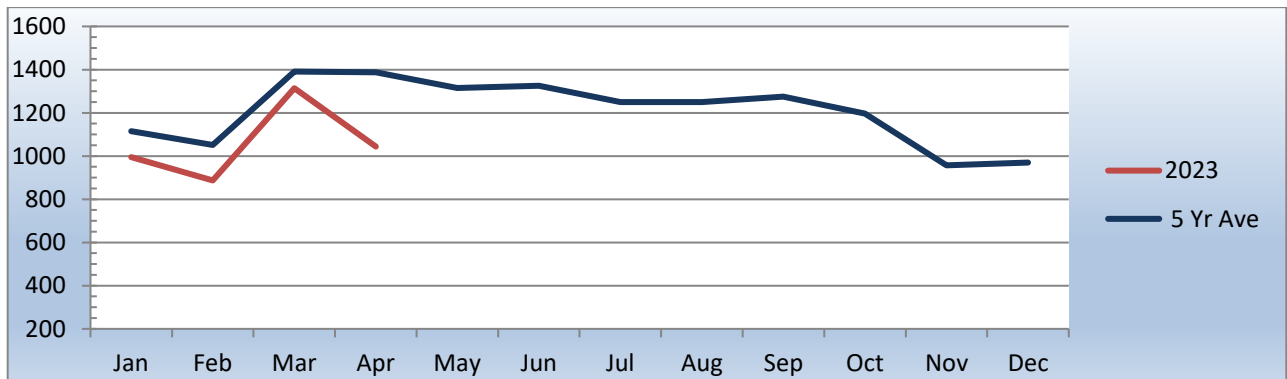
Staff: Ken Lambrecht, Operations Manager

Subject: Operations and Water Quality Report

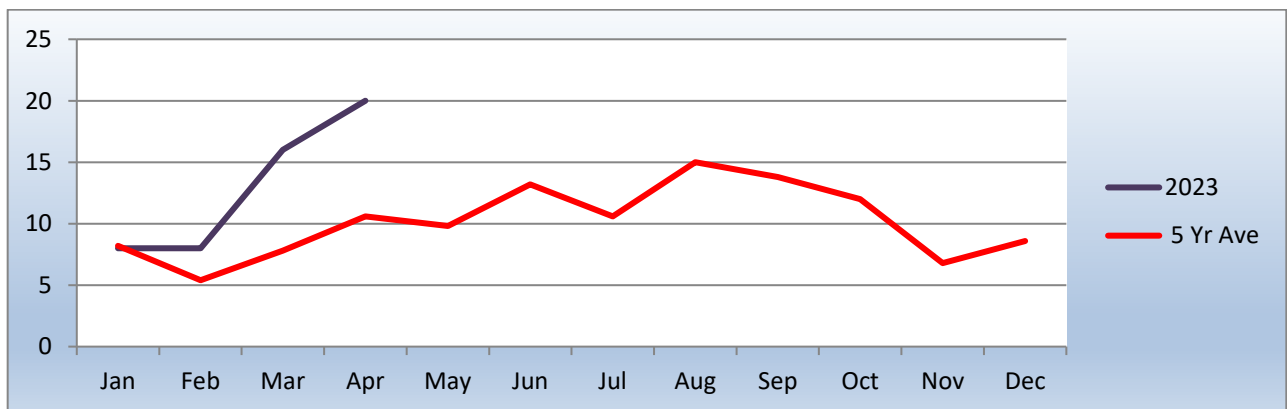
Staff Recommendation: For Informational Purposes

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)

Sampling will be done during the month of May.

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
04/05/2023	21197	LAKE TERRACE ST	FIRESTONE	Taste & Odor TASTE/ODOR - Customer said that he has been noticing a strong chlorine smell for quite some time, would like to have levels checked LTWD took meter off for customer to flush for a day.
04/06/2023	21214	SPRINGHILL LN	BERTHOUD	Cloudy Dirty CLOUDY/DIRTY - since repair done on main quite a few weeks back, customer has noticed water is cloudy. Dissipates after a few minutes in a glass. Stated it happens with hot and cold water Customer is at the end of the line and uphill from their meter pit. Removed meter head for the weekend and encouraged Customer to water trees to force air out of the line.
04/14/2023	21245	Weld County Road 46	BERTHOUD	Cloudy Dirty CLOUDY WATER - all areas of home, hot and cold water. Instructed her to run bathtub faucet on cold for about 20 minutes to flush any air out of the line, she did that and called back saying she is still noticing the cloudiness air in the line. LTWD flushed main line

Project Updates and Notes:

Telemetry Upgrades:

Continuing to assess equipment options.

Valve Exercising:

5690 valves have been exercised out of a total of 6,412.

