

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



Little Thompson Water District

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

P: 970-532-2096
F: 970-532-3734
www.LTWD.org

Regular Board Meeting Agenda October 13, 2022 - 5:00 P.M.

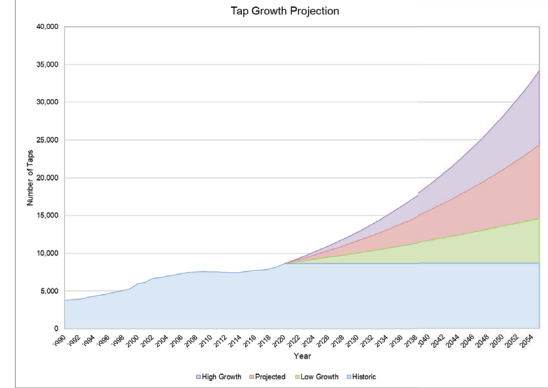
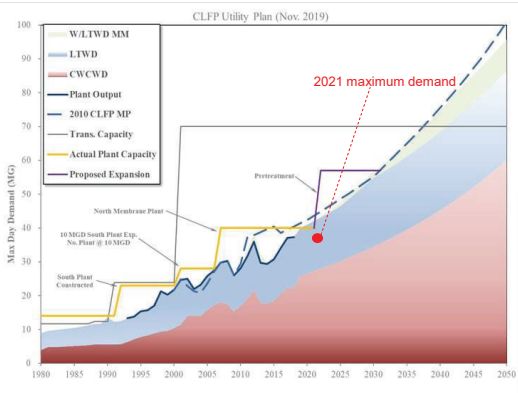
1. Call to Order - *Pledge of Allegiance*
2. Roll Call:
3. Agenda Review: Executive Session is recommended per C.R.S. 24-6-402 (4) subpart (e).
4. Public Comment on Non-Agenda Items:
5. Consent Items:
 - 5.1. Minutes of the September 22, 2022, Regular Board Meeting Page 4
 - 5.2. Tap List 681 Page 20
 - 5.3. September 2022 Disbursements Report..... Page 21
 - 5.4. September 2022 Financial Report Page 27
6. Discussion Items:
 - 6.1. Salary and Benefits Survey Results Page 33
 - 6.2. Carter Lake Filter Plant Page 47
 - 6.3. St. Vrain Water Authority Page 48
 - 6.4. Windy Gap Firming Project Page 49
 - 6.5. Public Hearing: Action Item: Motion to Approve: Page 51
Resolution No. 2022-27 Larimer County Inclusions
 - 6.6. 2023 Election Update Page 55
 - 6.7. FAMLI Program Page 57
 - 6.8. Retirement and Retention Programs Page 60
 - 6.9. 2023 Budget Review Page 61
 - 6.10. Aurora Dairy Page 70
7. Staff Reports:
 - 7.1. District Manager’s Report Page 71
 - 7.2. Business Manager’s Report Page 73
 - 7.3. District Engineer’s Report Page 74
 - 7.4. Water Resources Manager’s Report Page 78
 - 7.5. Operations Manager’s Report and Water Quality Update Page 82
8. Director Reports:
9. Executive Session per C.R.S. 24-6-402 (4) subpart (e) to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.
10. Adjournment.

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



2018 Strategic Plan Priority Summary:

1. Second use water
2. Dry Creek expand / treatment / hydro / recreation
3. Mead / Longs Peak service area
4. Limited water resources
5. Technology – Beacon meters
6. Age / type of infrastructure
7. Heavy competition for water
8. Windy Gap water opportunities
9. Good financial condition
10. Reliability of system
11. Boom and bust planning
12. More storage
13. Longer term financial planning
14. Dependence on C-BT (Colorado River)
15. Appropriate staffing levels

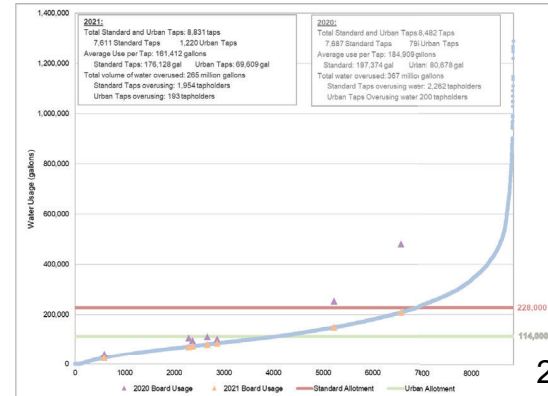
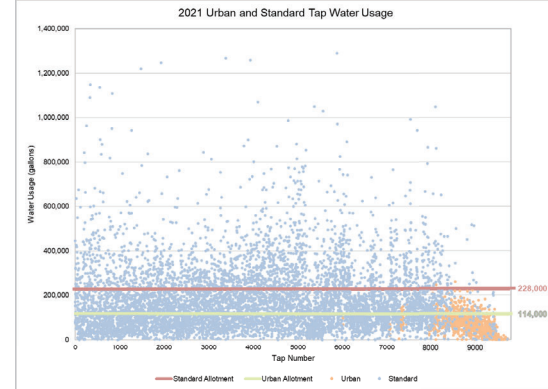
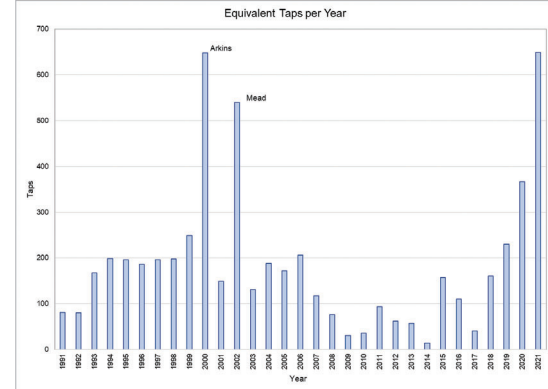
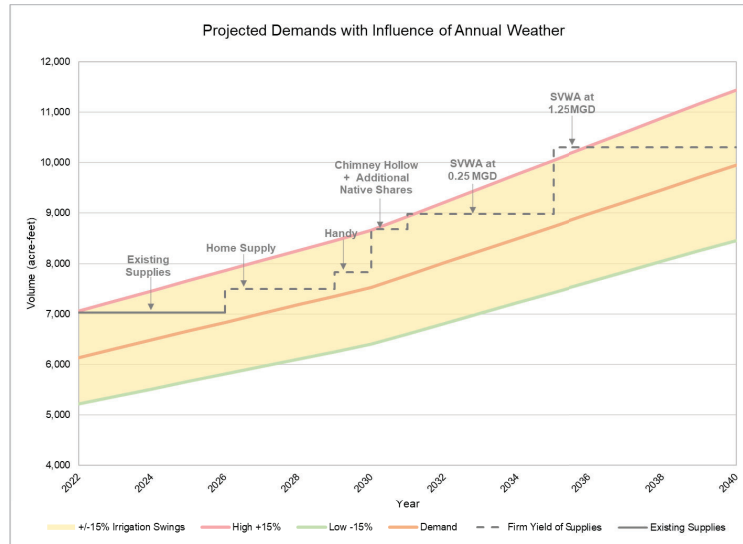
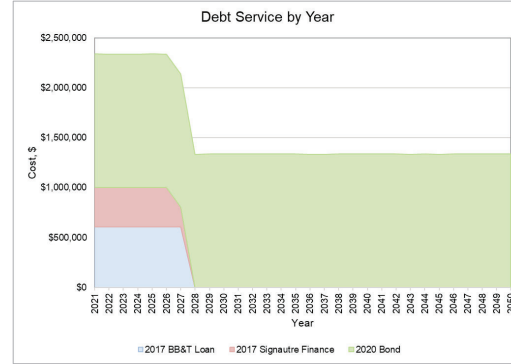
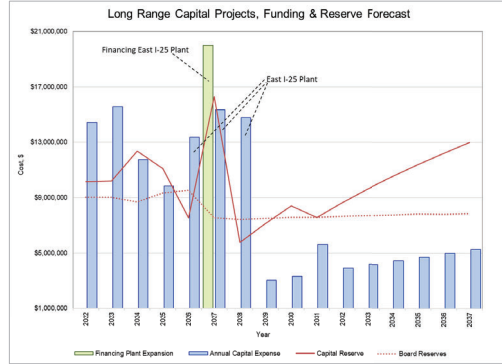


Capital Projects & Equipment - District	2022 Budget
County Rd Improvements	\$ 200,000
Service Connection Expense	\$ 201,600
Telemetry Improvements	\$ 200,000
Small Line Improvements	\$ 75,000
West 1st Street-Bond	\$ 400,000
Non-Potable System Study	\$ 45,000
Northeast Transmission Line-Bond	\$ 3,000,000
5MG Twin Mounds Tank Coating-Bond	\$ 825,000
Loveland/Campion Conversion Project 1-Bond	\$ 1,520,000
54 Bridge-Waterline Relocation	\$ 732,600
Dry Creek Feasibility for Floating Photovoltaic	\$ 35,000
Buckhorn Pump Station VFD's & Pumps	\$ 42,000
Vehicle Replacement Program	\$ 90,000
Office Furniture & Equip (includes software)	\$ 10,000
Misc Equipment	\$ 39,000
Operations Equipment Expense	\$ 55,000
Water Rights CBT	\$ 700,000
Water Rights Other	\$ 1,050,000
Water Rights Adjudication-Engineering	\$ 300,000
Water Rights Adjudication-Legal	\$ 200,000
Raw Water Infrastructure	\$ 950,000

Capital Projects & Equipment - Joint	2022 Budget
Pretreatment Design-Bond	\$ 1,100,000
Pretreatment Construction-Bond	\$ 2,000,000

Long Term Future Capital Projects
West I-25 Transmission Line
Raw Water Infrastructure Needs
Campion Line Project 2
Markham Hill Storage Tank
Alps Waterline Replacement
Lebsack Lane Waterline Replacement
Additional Treatment Capacity

Little Thompson Water District 2021 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	0.5	2,637.0
C-BT Class C Variable Quota Units	5504	0.7	3,852.8
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 Firmed storage in Dry Creek Reservoir	7	0.0	0.0
			7,299.8
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	79.75	3.5	279.1
Handy Ditch Company	54.7	2.5	136.8
			415.9



UPDATED 1/6/2022

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 5.1

Staff: Amber Kauffman, District Manager

Subject: Minutes of the September 22, 2022, 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, September 22, 2022. Attendance was as follows:

Board of Directors:

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

Staff in Attendance:

Amber Kauffman, District Manager
Angela Diekhoff, Business Manager
Brad E. Eaton, District Engineer
Ken Lambrecht, Operations Manager
Amanda Hoff, Water Resources Administrator
Judy O'Malley, Recording Secretary

Other Attendees:

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

CALL TO ORDER

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

ROLL CALL

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

Roll call was taken. All other Directors were present.

AGENDA REVIEW

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

There were no other changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

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

CONSENT AGENDA

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

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

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

Motion carried unanimously.

DISCUSSION ITEMS

Carter Lake Filter Plant (CLFP):

District Manager Kauffman presented the following information to the Board:

- **Manager's Meeting:**
 - ❖ **Central Weld County Water District (CWCWD) District Manager Stan Linker, CLFP Manager Rick Whittet, Josh Cook, P.E. of NoCo Engineering, Bob Reed consultant for NoCo Engineering, and Ms. Kauffman met directly ahead of the CLFP Board meeting to discuss the water quality concerns at Dry Creek Reservoir.**
 - ❖ **It was decided that the goal of the reservoir management should be to be able to treat Dry Creek Reservoir water year-round at 7 Million Gallon a Day (MGD) capacity.**
 - ❖ **The three primary issues listed in order of importance are hardness, sulfate, and Total Organic Carbon (TOC).**
 - **Hardness can be resolved with blending with higher quality water; Reverse Osmosis treatment; cation exchange treatment; or lime/soda ash softening.**

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

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

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

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- Review of a 2021 invoice from the Town of Firestone (Firestone) to SVWA to reimburse Firestone for the District's subscription fee.
 - ❖ The invoice will need to be adjusted and reissued so the topic was tabled until October 2022.
- Also discussed was the need to start reviewing and approving disbursements by the board, a desire to see the balance sheet, and how year to date expenses compare to annual budget.
- Resolution 2022-05 for Approval of Contract for Installation of Telephone System was tabled until October 2022 due to some questions about some of the itemized charges on the proposal from the consultant.
- Discussion topics included:
 - ❖ The 2023 budget.
 - Current budget indicates a likely cost to the District of nearly \$64,000 for operations and administration charges for the plant for next year, and a potential for \$5,000 for a budget shortfall (starting a reserve account).
 - Ms. Kauffman believes the budgeting and invoices will resolve some of the potential shortfalls; however, the accounting of the authority needs to be engaged at a higher level for efficiency.

- ❖ The treatment plant is still anticipating a Temporary Certificate of Occupancy (TCO) in mid-October at which time commissioning of equipment can start.
- ❖ The injection well had an initial startup phase in which all the pumps were briefly tested.
 - There was one issue that needs to be resolved and then a formal start-up will be scheduled.
 - The Environmental Protection Agency (EPA), who issues the injection permit, came to Firestone unannounced for an inspection of the facilities. Everything was in good order and no concerns were expressed.
 - The group decided to keep the injection permit in the Firestone's name because the EPA had never transferred the name of a permit for a disposal well according to the representatives that came for the site inspection.
- ❖ The Request for Proposals (RFP) for administration services has not been issued yet, but an example has been sent from Tim Flynn, the attorney, to Dave Lindsey, the secretary of the board.

Windy Gap Firming Project (WGFP):

District Manager Kauffman presented the following information to the Board:

- Colorado River Connectivity Channel (CRCC):
 - ❖ The National Resources Conservation Services (NRCS) official signatures has been inked for full funding.
 - The next steps with the NRCS include a partnering agreement required for the funding of the project.
 - This agreement will outline Northern Colorado Water Conservancy District's (Northern) responsibilities for long term maintenance of the reservoir and channel.
 - ❖ There was a groundbreaking on August 23, 2022, for the project in which Senator Bennet attended.
 - ❖ Work expected this and next year, even with a late start to construction, includes major earthworks.
 - ❖ Further fine grading and revegetation is expected in 2024 with fishing anticipated to be open to the public in 2026 after vegetation and aquatic life are reestablished.
- Chimney Hollow:
 - ❖ The project continues to fall within the early completion schedule
 - Meaning that the critical path items are on schedule.
 - ❖ The critical path item currently is the grout program, which is taking much more time than expected.
 - From initial testing it appears that the grout is creating an acceptable low permeability boundary for the water seepage, reducing concerns from the engineer.
 - Additional testing is to be done to confirm this low permeability.

- ❖ Current issues continue to be the dam foundation quantities.
 - These are expected to result in a \$5 million (M) to \$10M change order due to the higher than expected rock elevations and the thicker plinth sections.
 - The contractor suggests that the required extra thickness is due to the rock formation, and the engineer suggests that the extra thickness is due to the contractor's means and methods.
 - Additionally, the density of the dam embankment is higher than anticipated, meaning that more rock may be needed from the quarry than originally anticipated.
 - Current estimates are 1.3 million cubic yards (MCY), which has potential to significantly impact the budget.
- ❖ The Bald Mountain Tunnel connection valve was set and the building walls are complete.
 - The next step is the roof, but it is waiting on the delivery of a large wye that requires a police escort all the way to the site from Texas due to its size.
 - The vault needs to be completed by September 19, 2022, for the scheduled shutdown of the tunnel.
 - 72-inch pipeline for the conveyance of water between the valve house and the reservoir is being installed.
 - The tie-in of the valve house will require a shutdown of the pipeline that brings the Colorado-Big Thompson (C-BT) water to Flatiron Reservoir.
 - ◇ This shutdown and another scheduled shutdown will reduce the amount of water that is able to be delivered from the west slope to the east slope, thereby increasing the potential for Granby to spill and less chance to deliver Windy Gap water to the east slope.
- **WGFP Enhancement Donor Fund Advisory Committee:**
 - ❖ The Advisory Committee met again which resulted in a request for letters of interest to be submitted by September 9, 2022.
 - Applications would then be due by November 4, 2022.
- **WGFP Mitigation Enhancements:**
 - ❖ Northern is evaluating three specific ideas to assist in mitigating nutrient loading into the three lakes system.
 - ❖ Northern is hoping to have a feasibility level cost estimate for improvements to two wastewater plants and C Lazy U Ranch to assist in the nutrient reduction by the end of 2022.
 - ❖ Northern staff was to meet with the Bureau of Reclamation the week of September 5, 2022.

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

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

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

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

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

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

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

- Projects Continuing in 2023 Funded by Bonding:
 - ❖ Northeast Transmission Line:
 - New transmission line along Larimer County Road (LCR) 16 connecting the Twin Mounds storage tanks on the west of Interstate-25 (I-25), along with infrastructure upgrades east of I-25, to supply the northeast quadrant of the system with additional pressure during high demand periods.
 - As well as a redundant west/east feed when other supply lines require maintenance or repair.
 - The project was delayed in 2021 due to Colorado Department of Transportation (CDOT) and final plans for the interchange at I-25 and LCR 16.
 - ❖ Loveland/Campion Conversion, Project 1:
 - As part of a 2020 Intergovernmental Agreement (IGA) with the City of Loveland (Loveland), the District became the service provider for approximately 130 customers who were Loveland customers.
 - Some of the lines and services that will now be maintained and served by the District are at the end of their useful life and in need of replacement.
 - This project will design and replace existing waterlines with service lines to new meter pits.

- The area is in a residential neighborhood with relatively narrow dirt roads.
 - After switching the area supply to the District, the one-mile segment of Loveland's aging 8-inch mainline north of 42nd St. SE was discovered to be badly degraded and unable to withstand the pressure from the District system.
 - As a result, additional project funding has been added to the 2023 budget to replace this one-mile segment of mainline.
- 2023 Projects:
 - ❖ Weld County Road (WCR) 54 aka Highway 402 Bridge Waterline Relocation:
 - Weld County plans to widen the bridge over Big Thompson River between WCR 13 & 15.
 - The new bridge requires relocation of an existing District 12-inch waterline located in an exclusive District easement; therefore, Weld County will be required to pay for the waterline relocation.
 - This 2023 budget line item will be offset by a revenue account paid by Weld County.
 - ❖ Raw Water Infrastructure:
 - Project to capture and convey Handy Ditch and Home Supply shares to Dry Creek Reservoir.
 - 2023 efforts will involve pipeline routing, easement acquisition, and preliminary design.
 - ❖ 3rd & Welker:
 - The Town of Mead (Mead) has plans to make substantial improvements to one of their primary intersections located at WCR 34 (Welker) and WCR 7 (3rd St.).
 - The intersection upgrades will require waterline relocations and upgrades, along with consolidation of several small aging lines that are part of the original Mead water system.
 - ❖ LCR 8 & 21 Water System Modifications:
 - Larimer County plans to reconstruct the subject intersection with a traffic circle which will require relocation and replacement of various valves and waterlines within the existing intersection.
 - ❖ Botterill System Modifications:
 - Modifications and upgrades to existing infrastructure that are currently inaccessible within a railroad right of way near the intersection of WCR 54 & 15-1/2.
 - ❖ Twin Mounds Passive Mixing System:
 - Replace the existing active mixing system that requires power and maintenance, with a passive system that will utilize the existing hydraulic forces for mixing without power or maintenance.

- ❖ Buckhorn Tank Mixing System Study:
 - An analysis to determine system and tank modifications to enhance mixing at the Buckhorn tank during winter operations.
- ❖ Supervisory Control and Data Acquisition (SCADA)/Telemetry System Upgrades:
 - Replacement and upgrades to aging equipment and software.
 - Implementation of the 2020 SCADA master plan.
 - The addition of various new systems as needed.
 - Additionally, the use of cell service will be evaluated in place of the current radio-based telemetry.
- ❖ County Road Improvements:
 - For the currently unknown road projects that impact our waterlines.
- ❖ Small Line Improvement Projects:
 - For upgrades to waterlines and associated facilities that are determined to be problematic to the overall operation of select parts of the system.
- ❖ New Service Connection Expense:
 - Capital cost budget item is offset by a portion of tap fees paid by others.
- ❖ Office Furniture & Equipment:
 - Furniture and computer equipment for new staff along with miscellaneous updates to various existing office assets.
- ❖ Global Positioning System (GPS) Equipment:
 - Ongoing budget item for equipment repairs and upgrades.
 - Purchase of new water modeling software to interface with the GIS system.
 - Funding for this equipment is included in the Vehicle and & Equipment budget line item.
- ❖ Vehicles & Equipment:
 - Ongoing budget item for replacement of aging vehicles and miscellaneous equipment.

Discussion followed regarding the following topics:

- Projected new tap sales.
- Additional financing for the District.
- Projects for 2025, including Markham Tank design and construction, and Alps waterline replacement design.
- Projects for 2026, including Champion Line Project 2.
- Project priorities and timelines.
- Estimated CLFP budgeting.
- Additional employees.

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

Aurora Organic Dairy (AOD) Agreement:

District Manager Kauffman presented the following information to the Board:

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

Mark and Deborah Schell Tap Relocation Request:

District Engineer Eaton presented the following information to the Board:

- Mark and Deborah Schell own a residence, located at 4997 WCR 28, in Mead, CO (parcel #120726400021), that is to be demolished.
 - ❖ This residence is currently served by a 5/8-inch standard residential tap (tap #610) from a 16-inch diameter waterline along WCR 28.
 - ❖ Once the existing residence is demolished, existing tap #610 will no longer be utilized by Mr. and Mrs. Schell on this parcel.
- Mr. and Mrs. Schell also own property at 521 WCR 40, Berthoud, CO, which was originally configured as one large parcel that has since been subdivided into two smaller parcels (parcel #106130400036 and parcel #106130400035).
 - ❖ Both the residence on parcel #106130400036 and the shop on parcel #106130400035 are currently served by a single 5/8-inch standard residential tap (tap #7300) from an 8-inch diameter waterline along WCR 3.
- Mr. and Mrs. Schell are requesting relocation of tap #610 in Mead as noted above, to parcel #106130400035 at 521 WCR 40 in Berthoud, where the proposed relocated tap would serve both the existing shop, along with a new residence to be constructed on this same parcel.
- Existing tap #7300 would continue to serve the existing residence on parcel #106130400036 with the private service line located in a new easement on parcel #106130400035.
 - ❖ The new service line easement across parcel #106130400035 is to be provided by Mr. and Mrs. Schell as a condition of approval for this tap relocation request.
- District Rules and Regulations Section 3 Subsection 305.10 prohibits the relocation of water meters unless the parcels are adjoining and of the same ownership.
 - ❖ While Mr. and Mrs. Schell own the referenced parcels, a separation of approximately 7.5 miles exists between parcel #120726400021 and parcel #106130400035, which requires a waiver to the District's Rules and Regulations to accommodate this relocation request.
- Conditions:
 - ❖ All costs associated with the subject tap relocation request are to be borne by Mr. and Mrs. Schell.
 - ❖ A new easement must be provided by Mr. and Mrs. Schell across parcel #106130400035 for the existing water service line serving parcel #106130400036.

- Provided that Mr. and Mrs. Schell agree to abide by the conditions noted above, staff is not opposed to this tap relocation request, and these conditions will be outlined in a commitment letter upon Board approval of this request.

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

2021 Financial Audit:

Business Manager Diekhoff presented the following information to the Board:

- The 2021 Financial Audit was presented at the August 11, 2022, Board Meeting.
- A motion to approve the 2021 Financial Audit Statements was not made at that time.
- Ms. Diekhoff requested the Board make a motion of approval.

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

STAFF REPORTS

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

- Office Building:
 - ❖ The new roof for the new portion of the offices had been completed.
 - The roof came with a 10-year warranty and cost \$33.5 thousand (K).
- Dry Creek Reservoir Water Quality:
 - ❖ Ms. Kauffman was working on engaging Stantec, an engineering firm, to assist in the evaluation of options for treatment and location of treatment of sulfate and hardness for CLFP as well as a reservoir management plan.
 - Ms. Kauffman will work with Mr. Whittet on the proposals.
 - Ms. Kauffman hoped to have something in front of the CLFP and District boards next month.
- Fall Symposium:
 - ❖ Northern's Fall Symposium is scheduled for November 15, 2022.
 - ❖ Ms. Kauffman requested the Board Members add the date to their calendars if they are interested in attending.
- Special District Association (SDA) Meeting:
 - ❖ The SDA meeting was well attended and everyone that attended learned a lot!

- ❖ Joe Robinson, Sr. Geographic Information System (GIS) Specialist, (the District guru) gave his first presentation to a large group and he did GREAT!
- ❖ We couldn't be prouder of Joe and the system he has created for us!

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

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

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

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

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

- There were 15 Tap Commitment Requests in August. Year-to-date total was 5,003.
- **Capital Projects:**
 - ❖ The entire West First Street project was almost complete, just needed to resolve a construction issue with the tie-ins.
 - ❖ A land agent was being engaged to assist with acquiring easements for the Northeast Transmission Line.
 - ❖ The Twin Mounds project continued to progress.
 - Corrosion mitigation was wrapping up.
 - Interior painting will be the next focus.

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

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

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

- District Customer's daily water use continued to show dips on Fridays during the month of August.
- The Seasonal Outlook report continued to predict above average temperatures and below average precipitation for the Western Slope of Colorado.

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

- Locate requests and leak repairs were about average.
- All monthly Coliform were within acceptable parameters. The next Lead and Copper sampling period was tentatively scheduled for November. The Disinfection Biproduct (DBP) 2 tests were slightly elevated, but well below the limit.
- The software supplied by 811 to manage locate requests had been free but the software support was ending and so another program was required and there will likely be a charge for new software starting in 2023.
 - ❖ Staff had reviewed a demonstration of a program that looked promising for replacing the 811 software.
- Mr. Lambrecht asked the Board if they would prefer his monthly report in the Consent Agenda section or if they would prefer to leave the report at the end of the Board Meeting.
- Director Martens questioned Mr. Lambrecht if customers placed objects on top of the meter pit would that affect the signal. Mr. Lambrecht advised that it can affect the signal of the meter read being sent out.
- Crew Leader Valve Exerciser Alan Cordova had exercised 4,778 out of a total of 6,137 valves.

DIRECTOR REPORTS

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

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

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

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

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

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

Respectfully submitted,

Amber Kauffman

Agenda Item Summary

Little Thompson Water District

Date: October 15, 2022

Item: 5.2

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

Subject: Tap List 681

Staff Recommendation: Staff recommends approval.

Discussion:

TAP LIST 681 ~ NEW AND AMENDED CONTRACTS

TAP #	NAME	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
7274	3418 Prairie Falcon Lane LLC		X		.70 AF	
10044	Barefoot Residential LLC	X			.35 AF	
10045	Barefoot Residential LLC	X			.35 AF	
10047	Mead Investors 1 LLC			2" non-res	5.6 AF	

	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
SEPTEMBER 2022 TOTALS	2	1	1	7.0 AF	0 AF
YEAR-TO-DATE 2022 TOTALS	199	14	7	108.64 AF	8.40 AF
TAPS BUDGETED 2022	280	8			

Tap Commitments	Balance
Taps with Water Rights Satisfied/Water Dedications	54
Dormant Taps	5
Total Other Tap Commitments	59

MISC. TAP RECEIVABLES

TAP #	NOTES	5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
8052	Upsize Tap		X			.35 AF
		5/8 INCH URBAN	5/8 INCH STANDARD	OTHER	WATER RIGHTS	CIL
SEPTEMBER 2022 TOTALS		0	1	0	0 AF	.35 AF
YEAR-TO-DATE 2022 TOTALS		0	1	2	0 AF	1.58 AF

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 5.3 Disbursements

Staff: Angela Diekhoff, Business Manager

Subject: September 2022 Disbursements.

Staff Recommendation: Approval.

September 2022 Disbursements

Request approval of the September 2022 Cash Disbursements in the amount of \$979,789.22

Operating Account: \$536,191.52

ACH Manual Check Numbers 4047-4098 – \$236,180.67

Check Numbers 10882 to 10922– \$300,010.85

Payroll Account: \$443,597.70 (Three bi-weekly payroll periods paid in September)

ACH Transmittal Vouchers 2218 to 2234 – \$216,254.38

ACH Direct Deposit Numbers 11949 to 12057– \$227,343.32

Discussion:

All expenses are for normal operating costs, except for \$6,639.77 for Capital Cost – Joint, and \$229,884.27 for Capital Cost – District.

**Little Thompson Water District
Cash Disbursements Summary
Check Issue Dates: 9/01/2022 to 9/30/2022**

Employee Related Expenses	\$	443,597.70
Capital Cost District	\$	229,884.27
Filter Plant Ops Expense	\$	117,639.84
Sys Repairs Expenses	\$	33,652.14
Vehicles Expenses	\$	18,163.43
Office Expenses	\$	17,940.71
Computer Equipment Expenses	\$	15,524.90
Adams CC-Conferences-\$3960; Memberships-\$443; Computer Cost-\$2819; Office Sup-\$44; Office Exp-\$425; Vehicle Exp-\$1522; Misc-\$3586	\$	12,799.37
24 Brookfield WL Passthrough	\$	11,940.66
Dry Creek-Joint-Monitoring Sys	\$	10,482.94
Water Resources General Eng	\$	7,360.00
Water Conservation	\$	6,794.50
Service Contracts	\$	6,706.16
Capital Cost Joint	\$	6,639.77
Communication Expenses	\$	5,132.61
Operations - Utilities	\$	5,026.62
Dry Creek Reservoir Expense	\$	4,868.01
Water Resources General Legal	\$	4,551.00
Insurance-Worker Compensation	\$	3,961.00
Bldg/Grnds Expenses	\$	3,171.06
Purchased Water Expenses	\$	2,161.92
Locate Expenses	\$	1,813.50
PRV Routine Repairs	\$	1,690.21
Customer Refund Overpayments	\$	1,404.59
Cty Rd Improvements	\$	1,275.00
Inventory	\$	1,256.00
Telemetry Expenses	\$	1,063.52
WQ - DBP 2 Sampling & Testing	\$	880.00
Insurance-Property & Casualty	\$	809.98
O & M Expenses	\$	518.81
Legal Expenses	\$	228.45
Uniform Expenses	\$	211.96
Safety Expenses	\$	200.35
Permit Expenses	\$	200.00
GIS	\$	120.00
Fire Systems(Hydrants)Exp	\$	118.24
Total	\$	979,789.22

Little Thompson Water District
Cash Disbursements Detail
Check Issue Dates: 9/01/2022 to 9/30/2022

Operations				
Check Number	Check Issue Date	Payee	Description	Amount
4060	9/9/2022	Carter Lake Filter Plant	Filter Plant Ops Expense	\$ 117,639.84
10922	9/23/2022	Swedish Industrial Coatings, LLC	Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 101,475.32
10899	9/7/2022	Swedish Industrial Coatings, LLC	Capital Cost-District-5MG Twin Mounds Tank Coating	\$ 74,125.00
10914	9/23/2022	On Target Roofing	Capital Cost-District-Office Upgrades	\$ 33,125.00
10909	9/23/2022	Gopher Excavation Inc	Sys Repairs Expenses	\$ 23,363.00
10895	9/7/2022	Orback Construction	Capital Cost-District-Small Line Abandonment	\$ 18,732.50
4091	9/26/2022	Stratus Information Systems (ITX)	Computer Equipment Expenses	\$ 15,524.90
4075	9/6/2022	Adams Bank MasterCard	Adams CC-Conferences-\$3960; Memberships-\$443; Computer Cost-\$2819; Office Sup-\$44; Office Exp-\$425; Vehicle Exp-\$1522; Misc-\$3586	\$ 12,799.37
4074	9/9/2022	WEX Bank	Vehicles Expenses	\$ 10,720.45
10908	9/23/2022	Farnsworth Group Inc	24 Brookfield WL Passthrough	\$ 10,589.50
10911	9/23/2022	In-Situ Inc.	Dry Creek-Joint-Monitoring Sys	\$ 10,482.94
4063	9/9/2022	INFOSEND INC	Office Expenses	\$ 8,727.19
10919	9/23/2022	Snowmelt Water Engineering, LLC	Water Resources General Eng	\$ 7,360.00
4062	9/9/2022	Frontier Business Products	Service Contracts	\$ 6,706.16
4065	9/9/2022	Resource Central	Water Conservation	\$ 5,893.50
4058	9/9/2022	Carter Lake Filter Plant	Capital Cost-Joint-Pretreatment Design	\$ 5,496.27
4086	9/26/2022	INFOSEND INC	Office Expenses	\$ 5,282.61
4092	9/26/2022	Loveland Barricade	Sys Repairs Expenses	\$ 4,992.00
4085	9/26/2022	Carlson Hammond & Paddock	Water Resources General Legal	\$ 4,551.00
4078	9/20/2022	PINNACOL	Insurance-Worker Compensation	\$ 3,961.00
4088	9/26/2022	B-Town Automotive	Vehicles Expenses	\$ 3,269.30
4059	9/9/2022	Carter Lake Filter Plant	Dry Creek Reservoir Expense	\$ 2,719.31
4055	9/8/2022	Poudre Valley REA	Operations - Utilities	\$ 2,238.54
10920	9/23/2022	Starr & Westbrook PC	Office Expenses	\$ 2,070.00
10889	9/7/2022	Kirby's Hitch & Wiring	Vehicles Expenses	\$ 2,040.00

4051	9/6/2022	City of Loveland Water & Power	Purchased Water Expenses	\$	1,958.64
4097	9/29/2022	Poudre Valley REA	Operations - Utilities	\$	1,951.91
4069	9/9/2022	UNCC	Locate Expenses	\$	1,813.50
10904	9/23/2022	B & RW Construction	Dry Creek Reservoir Expense	\$	1,725.00
10916	9/23/2022	RepMasters	PRV Routine Repairs	\$	1,690.21
10903	9/23/2022	APEX Inspection & Consulting LLC	Capital Cost-District-5MG Twin Mounds Tank Coating	\$	1,688.75
4068	9/9/2022	Loveland Barricade	Sys Repairs Expenses	\$	1,430.00
4079	9/21/2022	XCEL Energy	Bldg/Grnds Expenses	\$	1,391.93
4070	9/9/2022	Western States Land Services LLC	24 Brookfield WL Passthrough	\$	1,351.16
10907	9/23/2022	Ditesco	Cty Rd Improvements	\$	1,275.00
4061	9/9/2022	Dana Kepner Company Inc	Inventory	\$	1,256.00
4066	9/9/2022	Loveland Ready Mix Concrete Inc.	Sys Repairs Expenses	\$	1,215.50
4073	9/9/2022	Cintas Corporation #737	Bldg/Grnds Expenses	\$	1,191.51
4083	9/23/2022	COMCAST	Communication Expenses	\$	1,165.05
10893	9/7/2022	NOCO Engineering Company	Capital Cost-Joint-Pretreatment Design	\$	1,143.50
10882	9/7/2022	Batteries Plus	Telemetry Expenses	\$	1,063.52
10913	9/23/2022	LG Everist Inc	Sys Repairs Expenses	\$	1,046.78
4081	9/22/2022	AT&T Mobility	Communication Expenses	\$	1,017.95
4090	9/26/2022	On-Demand Concrete	Sys Repairs Expenses	\$	1,011.41
4050	9/6/2022	Verizon Wireless	Communication Expenses	\$	985.14
4089	9/26/2022	Resource Central	Water Conservation	\$	901.00
10884	9/7/2022	Colorado Analytical	WQ - DBP 2 Sampling & Testing	\$	880.00
10915	9/23/2022	RENEE TAVENIERE	Customer Refund Overpayments	\$	829.36
4048	9/2/2022	First Insurance Funding	Insurance-Property & Casualty	\$	809.98
10906	9/23/2022	Bowman Construction Supply	Capital Cost-District-Small Line Abandonment	\$	737.70
10886	9/7/2022	Ditch Witch of the Rockies	Vehicles Expenses	\$	686.26
4084	9/26/2022	Frontier Business Products	Office Expenses	\$	650.60
4098	9/30/2022	Sam's Club	Office Expenses	\$	598.92
4064	9/9/2022	PIONEER	Sys Repairs Expenses	\$	593.45
10921	9/23/2022	SUSAN CONE	Customer Refund Overpayments	\$	575.23
10888	9/7/2022	High Altitude Equipment	Vehicles Expenses	\$	548.41

4049	9/6/2022	Verizon Wireless	Communication Expenses	\$	536.29
4096	9/28/2022	Town of Berthoud	Bldg/Grnds Expenses	\$	523.06
4047	9/1/2022	Poudre Valley REA	Operations - Utilities	\$	480.34
4095	9/28/2022	Verizon Wireless	Communication Expenses	\$	450.60
10887	9/7/2022	HACH Company	O & M Expenses	\$	388.02
10918	9/23/2022	Rocky Mtn Wildlife Services Inc	Dry Creek Reservoir Expense	\$	375.75
10896	9/7/2022	Prairie Mountain Media	Office Expenses	\$	372.36
4054	9/8/2022	Verizon Wireless	Communication Expenses	\$	368.79
4053	9/7/2022	COMCAST	Communication Expenses	\$	355.02
4094	9/27/2022	United Power Inc	Operations - Utilities	\$	298.59
4052	9/7/2022	CenturyLink	Communication Expenses	\$	253.77
10897	9/7/2022	Rocky Mtn Quick Lube	Vehicles Expenses	\$	243.02
4087	9/26/2022	Carlson Hammond & Paddock	Legal Expenses	\$	228.45
4057	9/9/2022	B-Town Automotive	Vehicles Expenses	\$	222.94
10905	9/23/2022	Bomgaars Supply	Uniform Expenses	\$	211.96
10917	9/23/2022	Rocky Mtn Quick Lube	Vehicles Expenses	\$	178.36
10900	9/7/2022	T & T OK Tire	Vehicles Expenses	\$	173.74
4093	9/26/2022	Sam's Club	Office Expenses	\$	173.03
4056	9/9/2022	Central Weld County Water District	Purchased Water Expenses	\$	170.54
10910	9/23/2022	IMEG	GIS	\$	120.00
4071	9/9/2022	John Deere Financial	Fire Systems(Hydrants)Exp	\$	118.24
10891	9/7/2022	Mac Equipment Inc	O & M Expenses	\$	115.80
10894	9/7/2022	Northern Safety Company Inc	Safety Expenses	\$	107.20
10890	9/7/2022	Larimer County Engineering Dept.	Permit Expenses	\$	100.00
10901	9/7/2022	Town of Berthoud	Permit Expenses	\$	100.00
4067	9/9/2022	Napa Auto Parts	Vehicles Expenses	\$	80.95
10892	9/7/2022	Mobile Lab USA LLC	Safety Expenses	\$	75.00
10898	9/7/2022	S & S Sanitation	Bldg/Grnds Expenses	\$	64.56
10902	9/7/2022	Weld County Clerk & Recorder	Office Expenses	\$	53.00
10883	9/7/2022	Berthoud Ace Hardware	Dry Creek Reservoir Expense	\$	47.95
4080	9/22/2022	City of Loveland Water & Power	Purchased Water Expenses	\$	32.74

4077	9/13/2022	XCEL Energy	Operations - Utilities	\$	27.66
10885	9/7/2022	Construction Supply House	Safety Expenses	\$	18.15
4072	9/9/2022	XCEL Energy	Operations - Utilities	\$	15.65
4082	9/23/2022	Tractor Supply Credit Plan	O & M Expenses	\$	14.99
4076	9/13/2022	XCEL Energy	Operations - Utilities	\$	13.93
10912	9/23/2022	Larimer County Clerk & Recorder	Office Expenses	\$	13.00

Total Operations				\$ 536,191.52
-------------------------	--	--	--	----------------------

Payroll

2218	9/1/2022	EFTPS	Federal Withholding Tax Pay Period: 8/28/2022	\$	30,671.46
2219	9/1/2022	CDOR	CO State Withholding Tax Pay Period: 8/28/2022	\$	4,839.00
2220	9/1/2022	COLONIAL LIFE INSURANCE	Voluntary Life Pay Period: 8/28/2022	\$	440.49
2221	9/1/2022	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 8/28/2022	\$	11,597.78
2222	9/1/2022	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 8/28/2022	\$	8,804.02
2223	9/1/2022	24HOUR FLEX	HEALTH SAVINGS ACCOUNT Pay Period: 8/28/2022	\$	2,118.38
2224	9/12/2022	EFTPS	Federal Withholding Tax Pay Period: 9/11/2022	\$	27,128.66
2225	9/12/2022	CDOR	CO State Withholding Tax Pay Period: 9/11/2022	\$	3,863.00
2226	9/12/2022	CEBT	Health Insurance Pay Period: 9/11/2022	\$	45,051.53
2227	9/12/2022	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 9/11/2022	\$	11,679.44
2228	9/12/2022	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 9/11/2022	\$	8,839.25
2229	9/12/2022	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 9/11/2022	\$	2,055.38
2230	9/26/2022	EFTPS	Federal Withholding Tax Pay Period: 9/25/2022	\$	28,790.90
2231	9/26/2022	CDOR	CO State Withholding Tax Pay Period: 9/25/2022	\$	4,455.00
2232	9/26/2022	COLORADO RETIREMENT ASSOCIATION	401 Contributions Pay Period: 9/25/2022	\$	11,826.80
2233	9/26/2022	COLORADO RETIREMENT ASSOCIATION	457 Contributions Pay Period: 9/25/2022	\$	9,037.91
2234	9/26/2022	Alerus	HEALTH SAVINGS ACCOUNT Pay Period: 9/25/2022	\$	5,055.38
11949-11982	9/1/2022	Direct Deposit	Pay Period Ending 8/28/2022	\$	81,666.47
11983	9/1/2022	Szmyd, William R	August Board Meeting	\$	103.44
11984	9/1/2022	Martens, Edward M	August Board Meeting	\$	106.62
11985	9/1/2022	Brandt, Larry R	August Board Meeting	\$	109.31
11986	9/1/2022	Brandenburg, Steven T	August Board Meeting	\$	103.35
11987	9/1/2022	McMurtrey, Emily J	August Board Meeting	\$	101.01
11988	9/1/2022	Walker, James J	August Board Meeting	\$	109.78
11989	9/1/2022	Heiland, Ryan M	August Board Meeting	\$	98.67
11990-12023	9/15/2022	Direct Deposit	Pay Period Ending 9/11/2022	\$	68,001.47
12024-12057	9/29/2022	Direct Deposit	Pay Period Ending 9/25/2022	\$	76,943.20

Total Payroll				\$ 443,597.70
Total Cash Disbursements			\$	979,789.22

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item Number: 5.4

Staff: Angela Diekhoff, Business Manager

Subject:

Discussion of the Financial Reports

Staff Recommendation:

Staff recommends acceptance of the August Financial Reports.

Discussion:

OPERATING FUND:

Operating Revenue – We have collected \$10,093,418 which is \$518,851 more than budgeted.

-Showing a negative in Wholesale as we had an issue with a billing with Town of Berthoud in August, but the correction happened in September, causing the negative.

Operating Costs – We have spent \$8,348,074 which is \$533,370 less than budgeted.

Operating Gain (Loss) – We have an operating gain of \$1,745,343 which is \$1,052,220 more than budgeted.

NON-OPERATING FUND:

Non-Operating Revenue – We have collected \$4,498,010 which is \$197,060 more than budgeted.

Capital Costs – District – We have spent \$4,603,475 which is \$3,344,125 less than budget.

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

Capital Costs – District	Actual YTD	YTD Budget	Annual Budget
County Rd Improvements	\$ 7,355	\$ 115,000	\$ 200,000
Service Connection Expense	143,612	151,200	201,600
Telemetry Improvements	67,001	90,000	175,000
Small Line Abandonment	17,381	57,600	75,000
West 1st St	1,051,189	400,000	400,000
Beacon Meter Upgrade Project	9,616		-
Non-Potable System	-	45,000	45,000
Northeast Transmission Line	154,315	2,250,000	3,000,000
5MG Twin Mounds Tank Coating	1,142,667	825,000	825,000
Loveland/Campion Conversion	146,341	669,100	1,520,000
54 Bridge-Waterline Relocation	-	610,500	732,600
Dry Creek Feasibility	-	35,000	35,000
Buckhorn Pump Station	15,202	42,000	42,000
Total Capital Projects	\$ 2,754,680	\$ 5,290,400	\$ 7,251,200
Vehicle Replacement Program	48,073	90,000	90,000
Furn & Equip Replacement	8,327	7,500	10,000
Miscellaneous Equipment	22,732	31,200	39,000
Ops Equipment Replacement	20,185	55,000	55,000
Total Vehicles and Equipment	\$ 99,317	\$ 183,700	\$ 194,000
Water Rights - CBT	540,000	700,000	700,000
Water Rights - Other	1,050,000	1,050,000	1,050,000
Water Resources Gen Eng	104,618	225,000	300,000
Water Resources Gen Legal	47,275	148,500	200,000
Raw Water Infrastructure	7,586	350,000	950,000
Total Water Rights	\$ 1,749,478	\$ 2,473,500	\$ 3,200,000
Total Capital Costs – District	\$ 4,603,475	\$ 7,947,600	\$ 10,645,200

Capital Costs - Joint: We have spent \$500,372 which is \$641,128 less than budgeted.

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

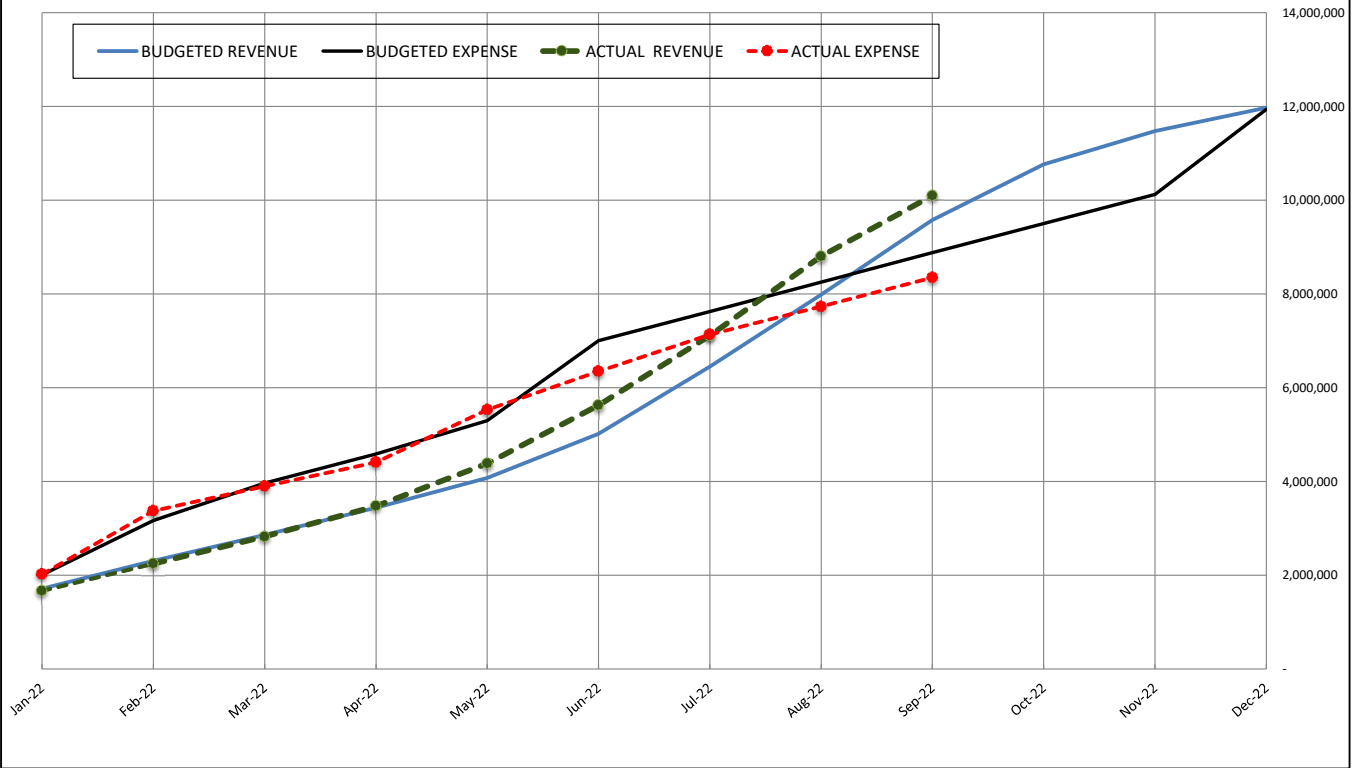
Capital Costs – Joint	Actual YTD	YTD Budget	Annual Budget
CLFP Capital Upgrades	\$ 2,440	\$ -	\$ -
CLFP Membrane Replacement	\$ 4,531	\$ -	
Dry Creek-Joint Cost	\$ 85		
Dry Creek-Joining-Monitoring Sys	\$ 10,483	\$ 25,000	\$ 25,000
CLFP 7 MG Water Tank	\$ 157,321	\$ 1,116,500	\$ -
Pretreatment Design	325,511	-	1,156,500
Pretreatment Construction	-	-	500,000
Total Capital Projects	\$ 500,372	\$ 1,141,500	\$ 1,681,500

Non-Operating Gain (Loss) – We have a net non-operating loss of \$605,836 which is \$4,182,314 less than budgeted.

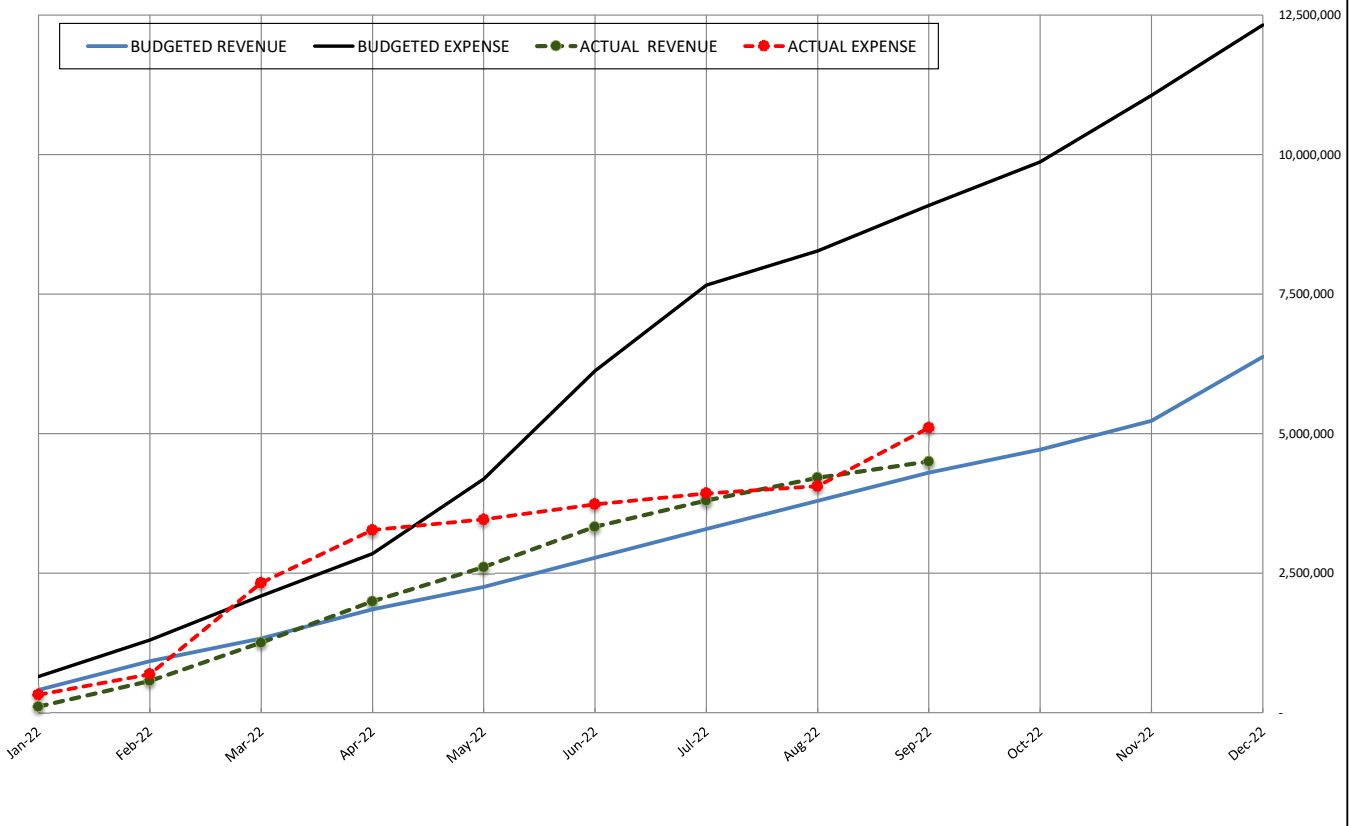
CHANGE IN WORKING CAPITAL:

Year-To-Date Change in Working Capital				
	Actual	Budget	Budget/Actual Comparison	Approved Budget
Operating Gain (Loss)	1,745,343	693,123	1,052,220	33,842
Non-Operating Gain (Loss)	(605,836)	(4,788,150)	4,182,314	(5,952,250)
Total Gain (Loss)	\$ 1,139,507	\$ (4,095,027)	\$ 5,234,534	\$ (5,918,408)

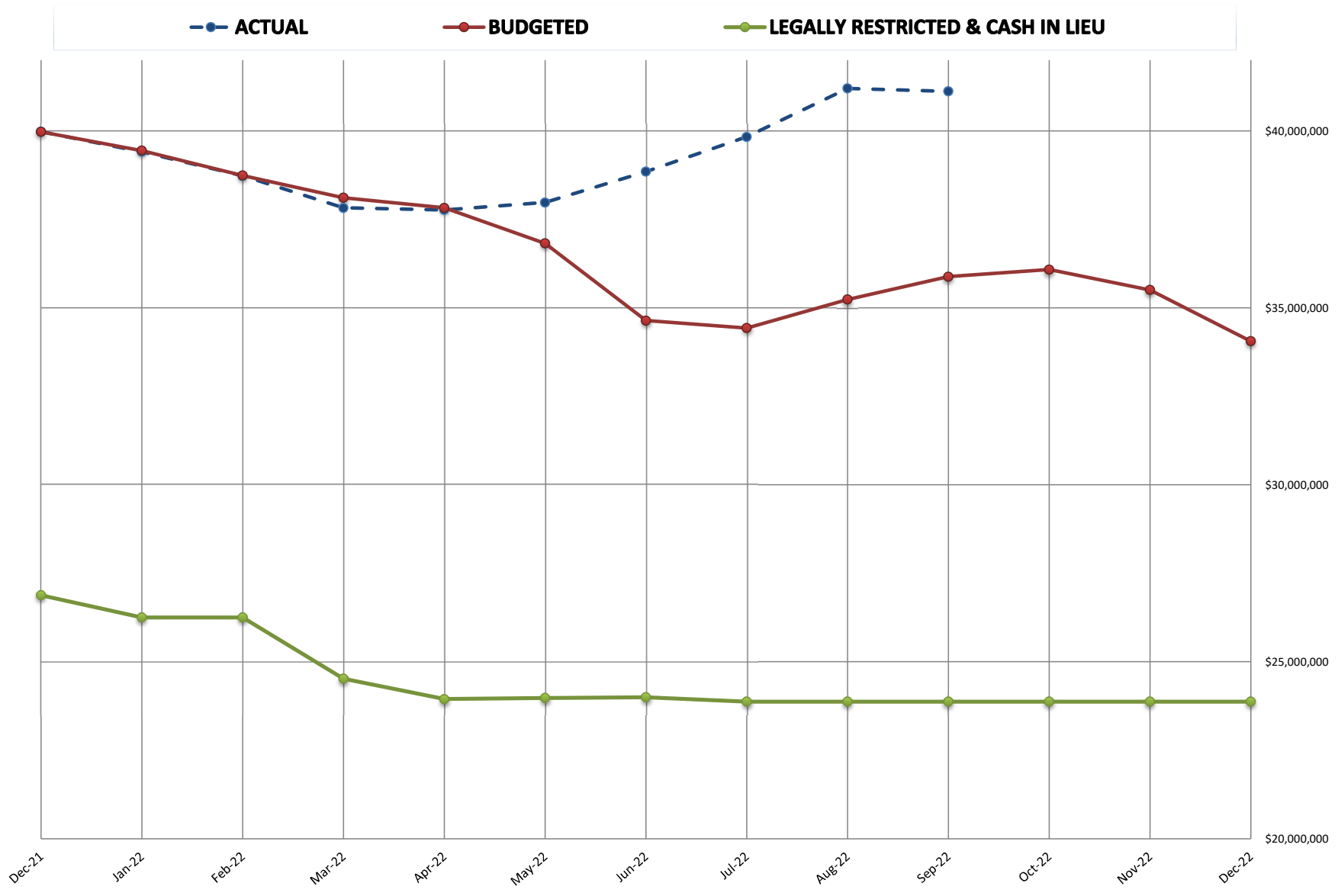
2022 OPERATING REVENUE & EXPENSE CUMULATIVE



2022 NON OPERATING REVENUE & EXPENSE CUMULATIVE



LITTLE THOMPSON WATER DISTRICT 2022 WORKING CAPITAL GRAPHICAL COMPARISON



LITTLE THOMPSON WATER DISTRICT

BALANCE SHEET

September 30, 2022

	Prior Month	YTD 2022	Actual 2021
CURRENT ASSETS			
Board Designated Reserves	\$ 19,353,370	\$ 20,177,087	\$ 15,829,002
Legally Restricted Cash	\$ 23,062,155	\$ 23,062,155	\$ 24,556,417
Cash In Lieu	\$ 808,500	\$ 808,500	\$ 2,324,600
Total Cash & Cash Equivalents	\$ 43,224,025	\$ 44,047,742	\$ 42,710,019
ACCOUNTS RECEIVABLE			
A/R - Water Revenue	\$ 1,517,287	\$ 1,337,062	\$ 657,667
A/R - Misc Revenue	\$ 203,507	\$ 222,009	\$ 272,111
Accrued Int Receivable	\$ 7,337	\$ 13,184	\$ 3,798
Projects Passthrough Projects	\$ 44,538	\$ 55,127	\$ 4,624
Total Accounts Receivable	\$ 1,772,669	\$ 1,627,381	\$ 938,200
OTHER ASSETS			
Inventory	\$ 297,632	\$ 289,830	\$ 253,008
Prepaid Expenses	\$ 24,705	\$ 24,705	\$ 24,705
Total Other Assets	\$ 322,337	\$ 314,535	\$ 277,713
CAPITAL ASSETS			
Filter Plant - Joint Venture	\$ 3,269,178	\$ 3,269,178	\$ 3,269,178
Dry Creek Reservoir Dam	\$ 7,432,221	\$ 7,432,221	\$ 7,432,221
Land - Dry Creek Reservoir	\$ 6,508,922	\$ 6,508,922	\$ 6,508,922
Distribution System	\$ 78,052,575	\$ 78,052,575	\$ 78,061,585
Land & Easements	\$ 2,361,148	\$ 2,361,148	\$ 2,361,148
CLFP - Depreciable Asset	\$ 11,190,325	\$ 11,190,325	\$ 11,190,325
Vehicles, Field & Office Equipment	\$ 3,120,037	\$ 3,120,037	\$ 3,120,037
Construction in Progress	\$ 11,608,142	\$ 11,608,142	\$ 11,599,132
Accumulated Depreciation	\$ (35,821,410)	\$ (35,821,410)	\$ (35,821,410)
Water Rights	\$ 107,102,679	\$ 107,102,679	\$ 107,102,679
Total Capital Assets	\$ 194,823,819	\$ 194,823,819	\$ 194,823,819
Total Assets	\$ 240,142,850	\$ 240,813,477	\$ 238,749,751
CURRENT LIABILITIES			
A/P - Supplies	\$ 673,242	\$ 1,508,424	\$ 682,685
Wages Payable	\$ 642,619	\$ 563,210	\$ 464,730
Bond/Loan Interest Payable	\$ 11,983	\$ 11,983	\$ 11,983
Current Portion Long Term Debt	\$ 1,126,564	\$ 1,126,564	\$ 1,126,564
Total Current Liabilities	\$ 2,454,407	\$ 3,210,181	\$ 2,285,962
LONG TERM LIABILITIES			
Bonds & Notes Payable	\$ 32,109,778	\$ 32,109,778	\$ 32,109,778
Unamortized Premiums - Discounts	\$ 517,437	\$ 517,437	\$ 517,437
2017 Deferred Loss Loan Refund	\$ -	\$ -	\$ -
Total Long Term Liabilities	\$ 32,627,215	\$ 32,627,215	\$ 32,627,215
Total Liabilities	\$ 35,081,622	\$ 35,837,396	\$ 34,913,176
NET ASSETS			
NET ASSETS	\$ 203,836,574	\$ 203,836,574	\$ 197,181,633
Net Revenue Over Expenses	\$ 1,224,654	\$ 1,139,507	\$ 6,654,941
Total Equity	\$ 205,061,228	\$ 204,976,081	\$ 203,836,574
TOTAL LIABILITIES AND EQUITY	\$ 240,142,850	\$ 240,813,477	\$ 238,749,750

**LITTLE THOMPSON WATER DISTRICT
INCOME AND EXPENSE SUMMARY
FOR MONTH ENDING SEPTEMBER 30, 2022**

	Current Month Actual	Current Month Budget	Month Comp Bud/Act	2022 YTD Actual	2022 YTD Budget	YTD Comp Bud/Act	2022 Adopted Budget
OPERATING REVENUE							
Water Revenue Base Fee	301,226	292,600	8,626	2,659,952	2,561,772	98,180	3,449,772
Water Revenue Tier I	151,134	132,150	18,984	1,118,925	999,850	119,075	1,340,575
Water Revenue Tier II	340,372	375,200	(34,828)	1,777,315	1,403,320	373,995	1,869,825
Water Revenue Tier III	207,273	292,700	(85,427)	1,080,521	1,084,200	(3,679)	1,328,350
Water Revenue Tier IV	155,374	232,400	(77,026)	1,010,374	1,108,475	(98,101)	1,375,775
Water Revenue Tier V	102,795	190,000	(87,205)	651,752	717,400	(65,648)	762,400
Water Surcharge	23,934	8,500	15,434	43,859	14,500	29,359	40,000
Water Revenue Wholesale	(37,816)	35,000	(72,816)	187,824	272,000	(84,176)	342,000
Water Revenue Rental	(0)	-	(0)	47,129	35,000	12,129	35,000
Bulk Water Revenue	39,723	25,000	14,723	298,002	178,000	120,002	218,000
Other Revenue	6,584	4,910	1,674	62,765	45,050	17,715	55,985
Windy Gap Firming Passthrough	-	-	-	1,155,000	1,155,000	-	1,155,000
Total Operating Revenue	1,290,597	1,588,460	(297,863)	10,093,418	9,574,567	518,851	11,972,682
OPERATING EXPENSES							
Water Treatment	133,798	151,223	(17,425)	1,183,885	1,067,713	116,172	1,488,322
System Maintenance	79,848	81,450	(1,602)	607,228	741,350	(134,122)	960,350
Administration and General	92,274	50,425	41,849	647,934	678,052	(30,118)	842,682
Engineering	10,077	20,334	(10,257)	65,149	163,709	(98,560)	200,210
Assessments	252	600	(348)	1,956,954	1,996,200	(39,246)	1,998,000
Joint Operations	2,134	1,150	984	27,876	22,825	5,051	26,275
St Vrain Authority Operations	-	-	-	-	60,000	(60,000)	60,000
Wages & Benefits	299,230	327,012	(27,782)	3,155,746	3,043,293	112,453	4,025,697
Bond & Loan Payments	-	-	-	703,303	1,108,302	(404,999)	2,337,304
Total Operating Expenses	617,613	632,194	(14,581)	8,348,074	8,881,444	(533,370)	11,938,840
Operating Gain(Loss)	672,984	956,266	(283,282)	1,745,343	693,123	1,052,220	33,842
NON OPERATING REVENUE							
Plant Investment Fees	179,700	260,000	(80,300)	2,862,300	2,340,000	522,300	3,120,000
Cash in Lieu of Water Rights	35,000	87,500	(52,500)	917,500	787,500	130,000	1,050,000
NonRes Cash in Lieu of Water	-	100,000	(100,000)	-	600,000	(600,000)	700,000
Water Resource Fee	12,000	24,000	(12,000)	256,500	216,000	40,500	288,000
Tap Installation Revenue	8,320	18,000	(9,680)	177,530	162,000	15,530	216,000
Interest Income	26,935	12,500	14,435	144,594	112,500	32,094	150,000
Native Water Dedication Fee	-	-	-	-	12,000	(12,000)	24,000
Capital Investment/Impact Fee	-	-	-	-	-	-	-
Passthrough Revenue	-	-	-	-	-	-	732,600
Gain (Loss) Sale of Asset	-	-	-	-	7,500	(7,500)	7,500
Contrib Water Court	-	-	-	-	-	-	-
Other Fees	27,005	2,300	24,705	139,587	63,450	76,137	86,350
Windy Gap Firming Project	-	-	-	-	-	-	-
Windy Gap Firming Assessments	-	-	-	-	-	-	-
Total Non Operating Revenue	288,960	504,300	(215,340)	4,498,010	4,300,950	197,060	6,374,450
NON OPERATING EXPENSES							
Capital Improvements - District	1,026,995	751,500	275,495	2,754,680	5,290,400	(2,535,720)	7,251,200
Vehicles & Equipments Costs	-	-	-	99,317	183,700	(84,383)	194,000
Water Right Purchases	-	-	-	1,590,000	1,750,000	(160,000)	1,750,000
Water Rights - Windy Gap	-	-	-	-	-	-	-
Water Rights Adjudication	8,471	41,500	(33,029)	159,478	723,500	(564,022)	1,450,000
St Vrain Authority Treatment	-	-	-	-	-	-	-
Total Capital Costs - District	1,035,466	793,000	242,466	4,603,475	7,947,600	(3,344,125)	10,645,200
Capital Improvements - Joint	11,626	20,000	(8,374)	500,372	1,141,500	(641,128)	1,681,500
Total Non Operating Expenses	1,047,092	813,000	234,092	5,103,847	9,089,100	(3,985,253)	12,326,700
Non Operating Gain(Loss)	(758,132)	(308,700)	(449,432)	(605,836)	(4,788,150)	4,182,314	(5,952,250)
Net Revenue Over Expenses	(85,147)	647,566	(732,713)	1,139,507	(4,095,027)	5,234,534	(5,918,408)

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.1 Salary and Benefits Survey Results

Staff: Angela Diekhoff-Business Manager

Subject: Salary and Benefits Survey Results

Staff Recommendation: Discussion and recommendations

Discussion:

LTWD worked with Cyndie Meisner with Employers Council to do a Salary and Benefit Survey; at the board meeting she will be presenting in person how LTWD compares to other entities both the public and private sectors.

-See attachment for Benefit Summary



Benefit Programs Review

Compensation Consulting Services

Little Thompson Water District

September 2022

Prepared by:

Cyndie Meisner, Consultant
Cmeisner@EmployersCouncil.org

Important Notice:

The information provided herein is general in nature and designed to serve as a guide to understanding. These materials are not to be construed as the rendering of legal or management advice. If the reader has a specific need or problem, the services of a competent professional should be sought to address the particular situation.

Copyright, 2017 Employers Council. All rights reserved. Quotation from or reproduction of any part of this report, in any form, without prior permission in writing from the Employers Council, is prohibited.

Introduction

Employee benefits serve as an integral component of any employer's total compensation program. Organizations continue to face enormous challenges with changing legislation, escalating benefits costs, legal and administrative complexity, and employee entitlement mentality.

As part of conducting a total compensation study, Little Thompson Water District (LTWD) asked Employers Council's (EC) consultants to analyze paid time off, health/medical benefits, and retirement benefits in order to provide feedback on how competitive the programs are with the external marketplace.

Data Sources

We obtained information on your paid time off plans and current benefit programs. Employers Council's consultants compared this data with information reported in the following surveys:

- Employers Council 2022 Colorado Health and Welfare and Retirement Survey
- Employers Council 2021 Colorado Paid Time Off Policies Survey
- Employers Council 2021 Colorado Miscellaneous Benefits Survey

We selected the following data breakouts on the premise that your main comparison group is likely to fall within this sample.

- Colorado Public Organizations in Northern Colorado and Denver/Boulder
- Colorado Private Organizations in Northern Colorado and Denver/Boulder

Please note that the sample size for each survey varies. The average size for employers ranged from 61 to 214 in the survey groups. This information is shown on **Attachment A**, an Excel spreadsheet report that details the review comparison.

Benefits Cost Comparisons

Please note that it is difficult to accurately correlate the cost of various employer-provided benefit programs due to the large number of variables involved, such as:

- Level of benefit offered
- Cost of benefit
- Perceived value of benefit
- Group demographics
- Size of employer

- ❑ Industry type
- ❑ Utilization / claims experience.

For example, an organization’s life insurance program may cost more than that of another employer of the same size. This does not mean that one program is more competitive. Employee demographics and the history of claims may be influencing the higher cost. A health plan may have higher premium costs due to location, specific plan design, and size of organization. Our analysis and comparability rankings are based on the data point alignment we could identify, along with our experience in analyzing market trends.

When we note the comparisons, we review each benefit element and compare LTWD to the survey group. In some cases, this is a very straightforward comparison, as when comparing holiday hours. In others, it is more nuanced. For example, LTWD offers a 401(a) retirement plan which is more commonly found in the public sector and is not as common in the private sector. As a result, LTWD is noted as less than comparable to the survey group that represents the private sector employers for that type of retirement plan. This ranking does not mean that LTWD is less competitive.

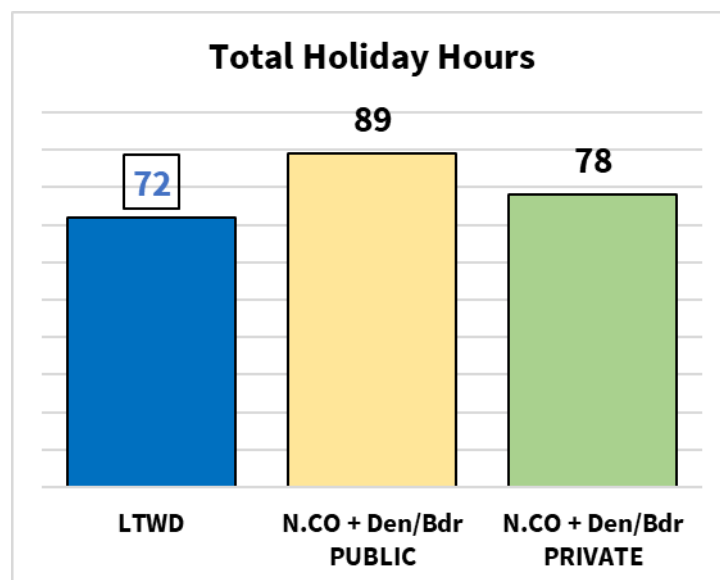
Level/Mix of Benefits

Highlights of the Benefits Program Review include:

PAY FOR TIME NOT WORKED

- ❑ Holiday Pay

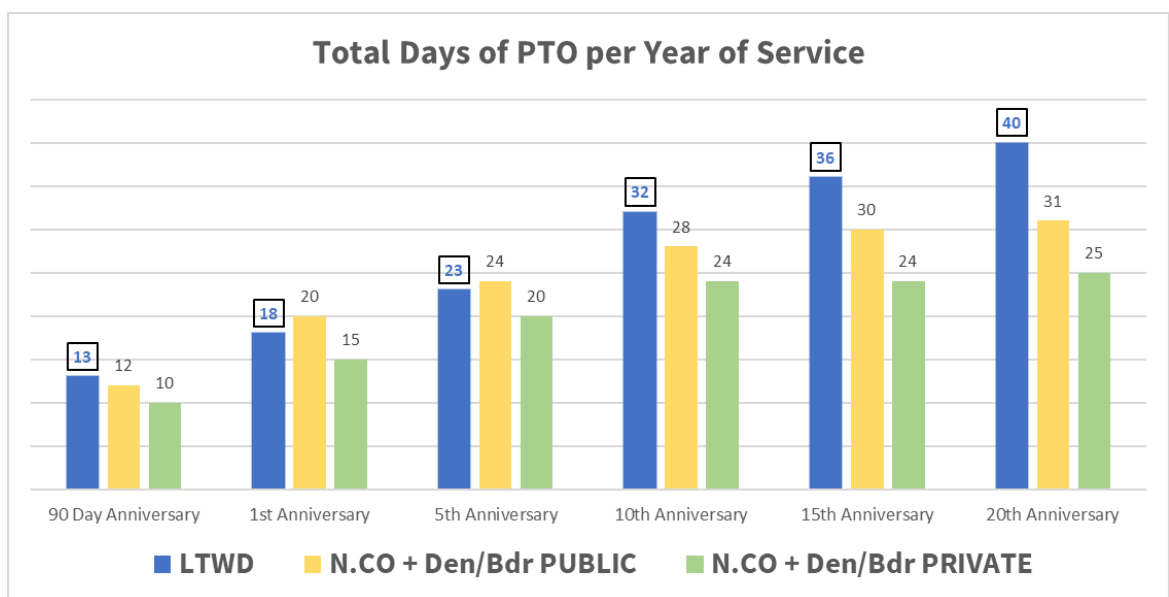
LTWD ranks *less than comparable* to survey group with respect to the total number of holiday hours granted per year.



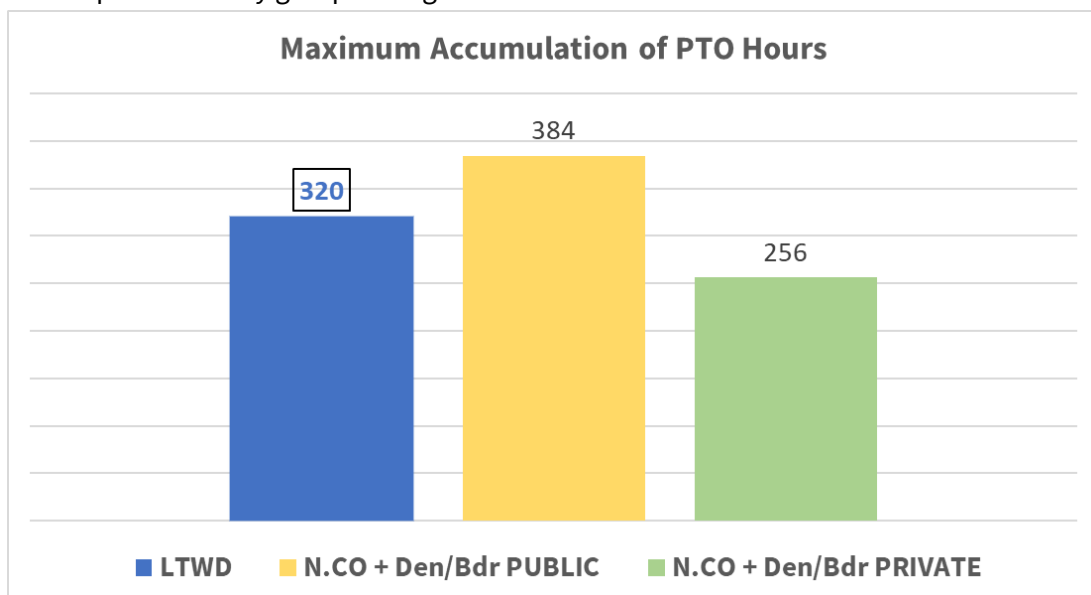
With respect to specific holidays, you *exceed* the private sector survey group by offering a floating holiday as a part of your paid holidays. You rank *less than comparable* to the public sector survey group by not offering Veteran’s Day and Martin Luther King Jr. Day as a part of your paid holidays.

☐ Paid Time Off (PTO)

LTWD *exceeds* the survey group with respect to the amount of PTO days granted at most service levels, with the exception of the amounts granted at the 1st Anniversary and 5th Anniversary where you fall *less than comparable* to the public sector survey group.

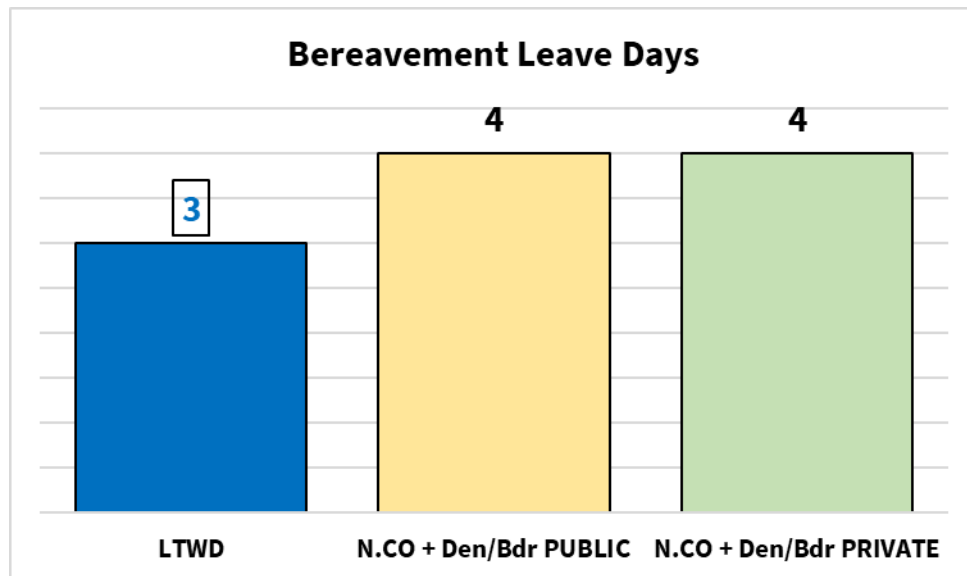


LTWD’s maximum accumulation levels rank *less than comparable* to public survey group and *exceed* private survey group averages.



Bereavement Leave

LTWD ranks *less than comparable* to the survey group with respect to the amount of bereavement leave granted for immediate family.



LTWD's amount of bereavement leave is dependent on both location and family member. LTWD ranks *less than comparable* to the survey group by not including in-laws as a part of your definition of immediate family, however you are unique by granting 1 day of bereavement leave for the death of in-laws defined as near family.

Personal Leave of Absence

LTWD *exceeds* the survey group by granting a personal leave of absence. Most employers in the survey group report covering personal leaves of absence under FMLA.

Medical Leave of Absence

LTWD *exceeds* the survey group by granting a medical leave of absence. Most employers in the survey group report covering personal leaves of absence under FMLA. You also *exceed* the survey group by continuing the company contribution for health insurance for up to 90 days and continuing company benefit accruals during a medical leave of absence.

Jury Duty

LTWD ranks *less than comparable* to the survey group by providing regular pay for the first three days and thereafter paying the difference between regular pay and jury duty pay. The majority of employers in the survey group pay regular pay for the duration of jury duty. You *rank less than*

comparable by setting your maximum length of paid jury duty lower than reported averages. Most public employers do not set a maximum number of paid days.

Military Leave

Military leave is legally required for public sector employers to grant, without loss of wages, for the first 15 days. LTWD exceeds the private sector survey groups where the majority do not pay unless the employee chooses to use paid time off benefits.

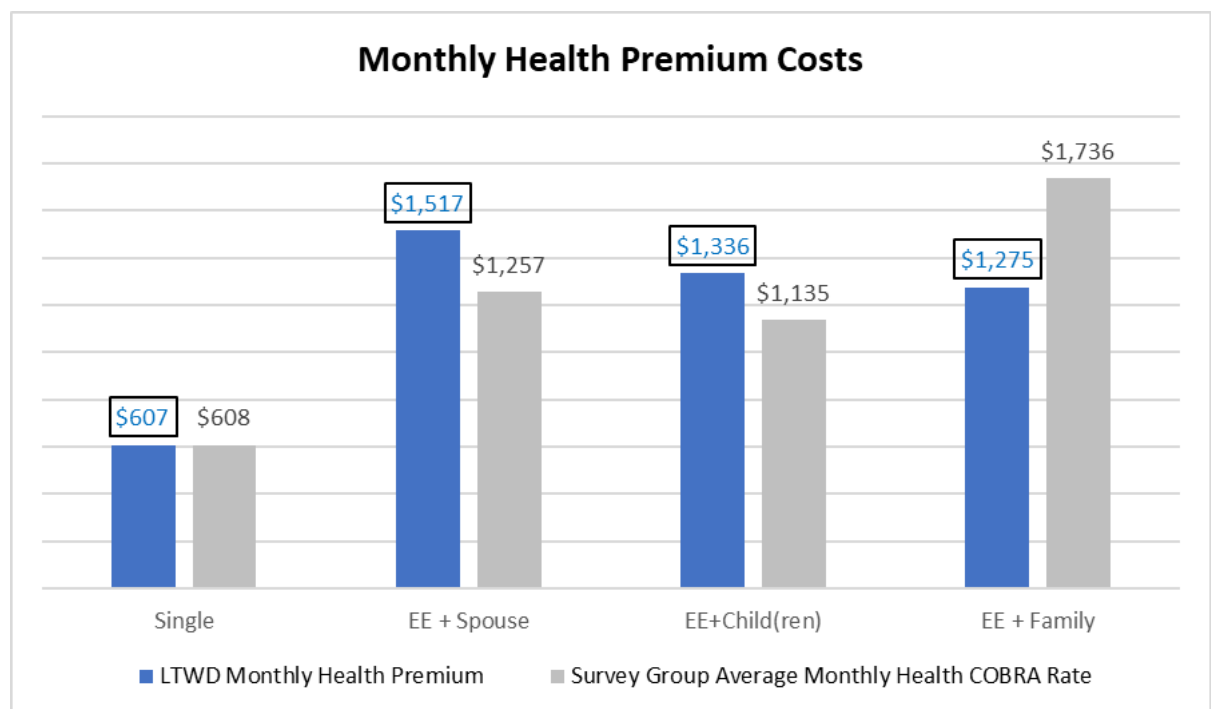
Volunteer Time Off

LTWD exceeds the survey group by providing a Volunteerism Day. Only a small percentage of employers in the survey group report offering this paid time off benefit.

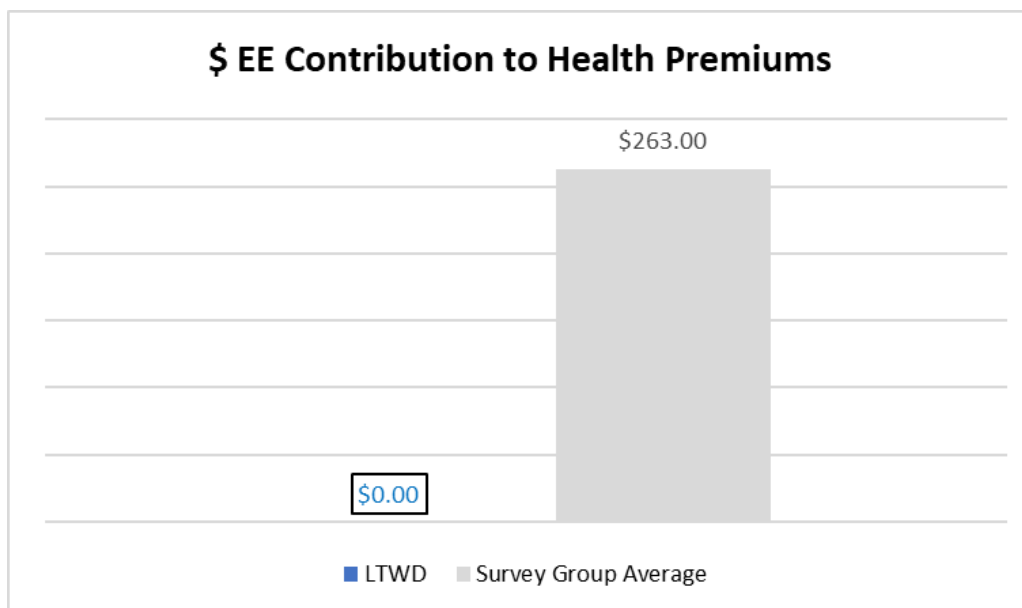
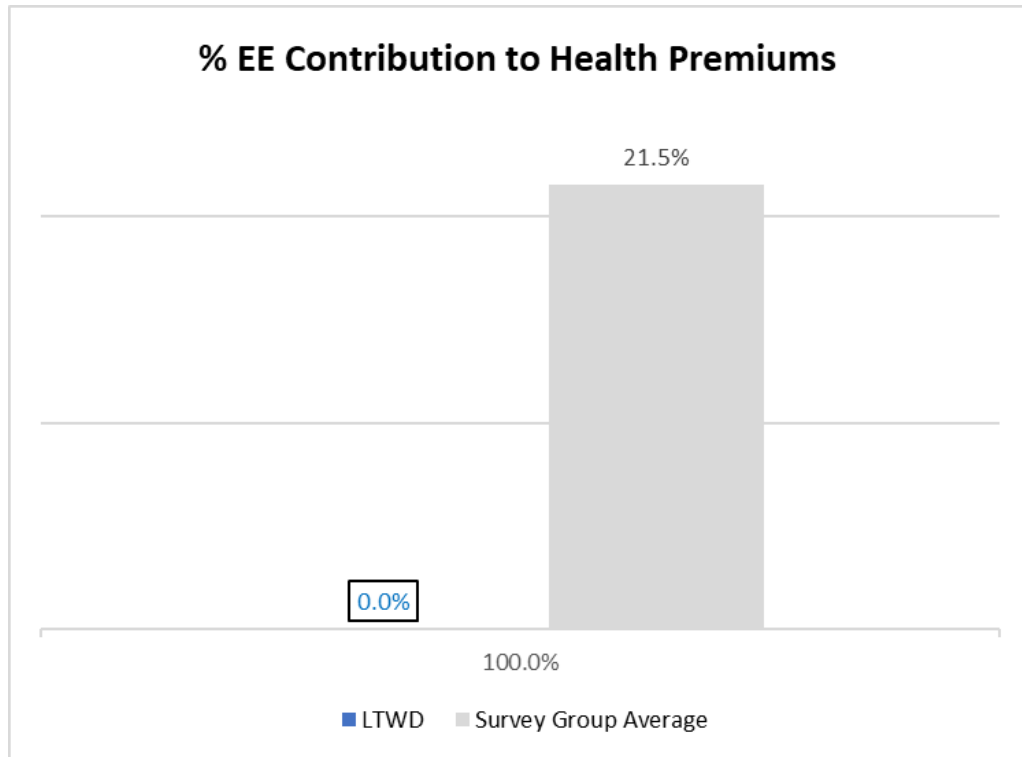
INSURANCE PLANS

Health Coverage

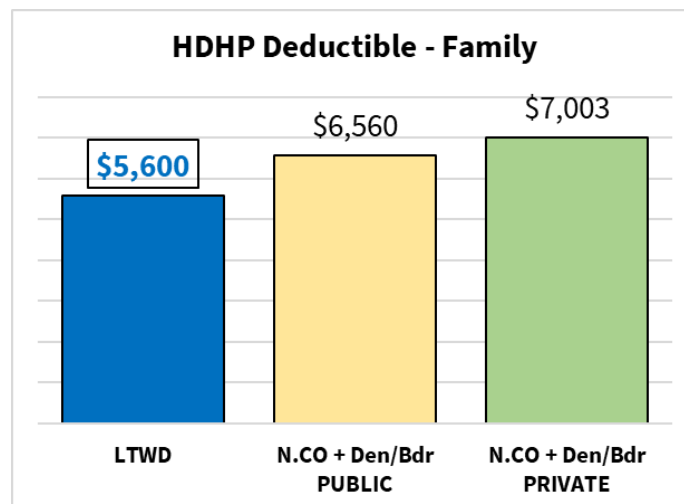
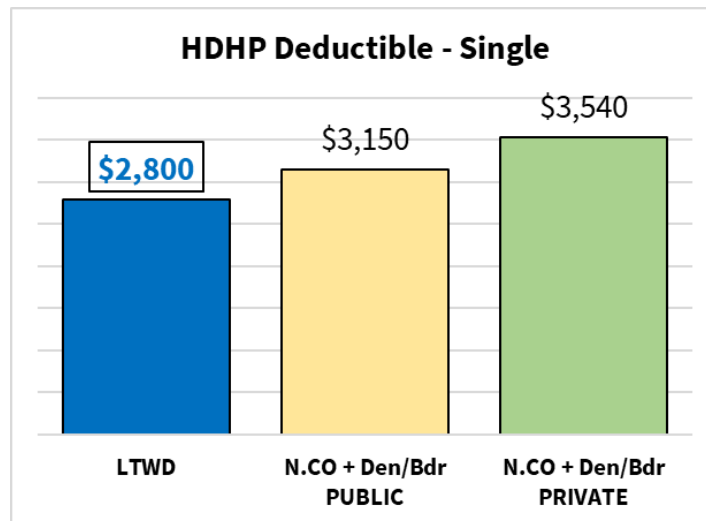
LTWD provides health coverage through High Deductible Health Plan (HDHP). While most employers in the survey group report providing health coverage through a Preferred Provider Organization (PPO), a large percentage also report providing health coverage through a HDHP. Your service requirement for eligibility is *comparable* to the survey group. On average, your monthly premium costs compare higher than survey group averages.



LTWD exceeds the market by paying 100 percent of the monthly premiums for health coverage.



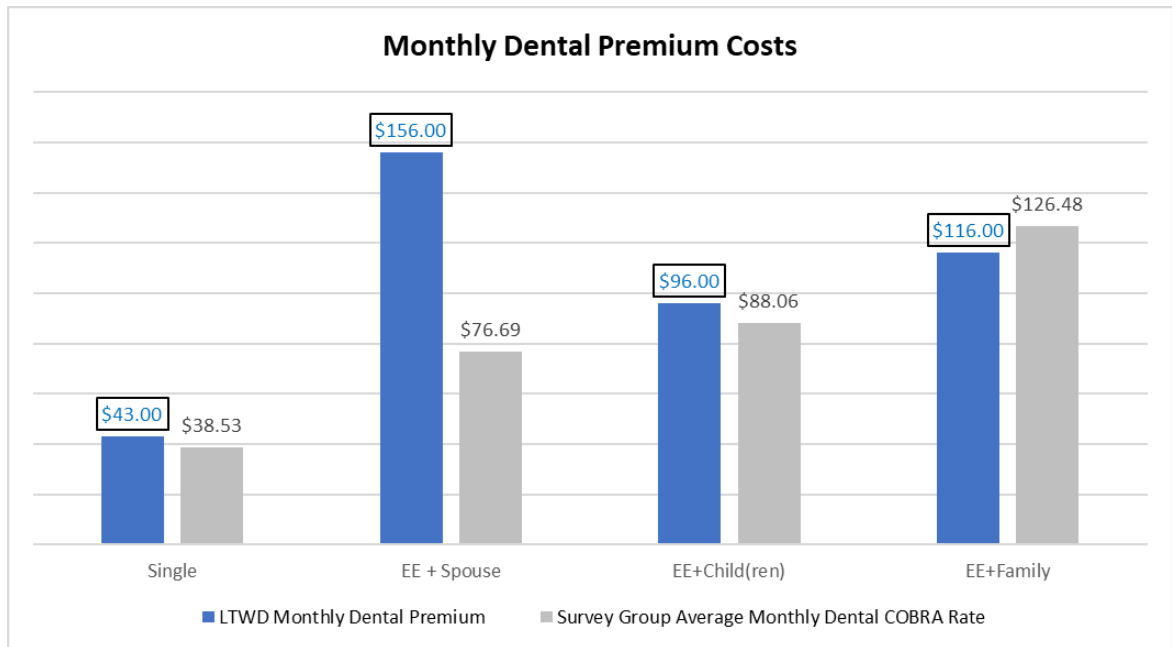
LTWD exceeds the market by having single and family deductibles that are lower than survey averages.



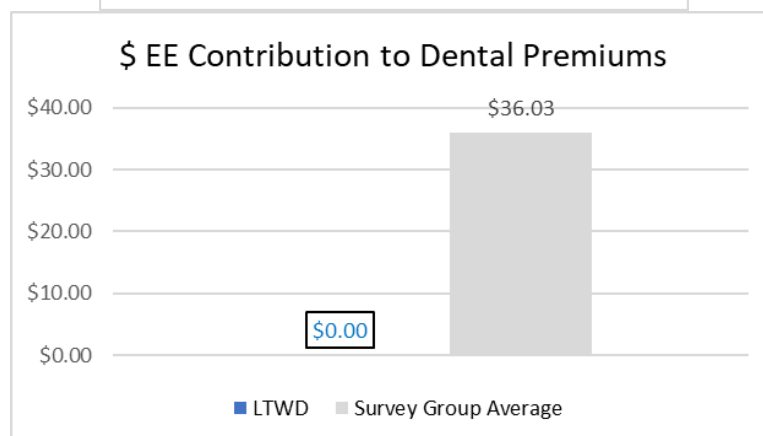
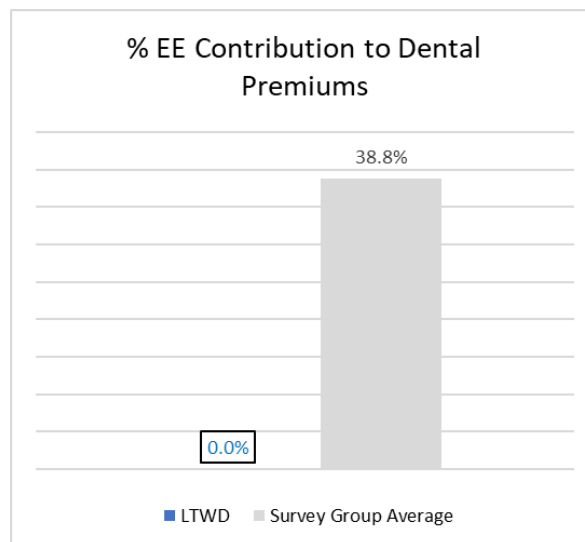
Dental Coverage

LTWD joins most employers in the survey group by providing dental coverage through a Preferred Provider Organization (PPO). Your service requirement for eligibility ranks *less than comparable* to the survey group. LTWD's service requirement for eligibility ranks *less than comparable* to the survey group. The majority allow eligibility sooner, on the first day of the month following employment.

On average, LTWD ranks *less than comparable* to the survey group with respect to monthly PPO Dental premium costs. Your monthly premium costs are higher than survey group averages for all coverages except Employee + Family.



LTWD exceeds the market by paying 100 percent of the monthly premiums for dental coverage.

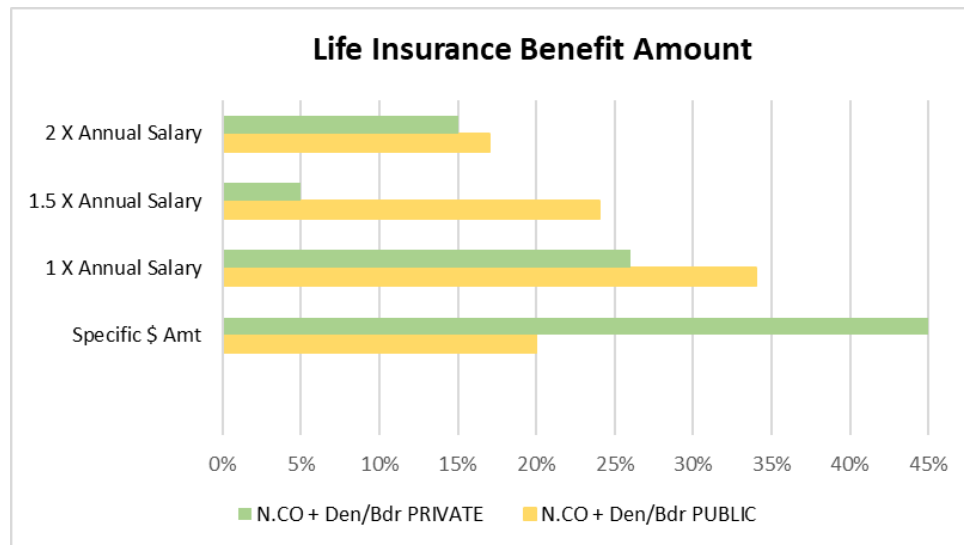


Vision Care

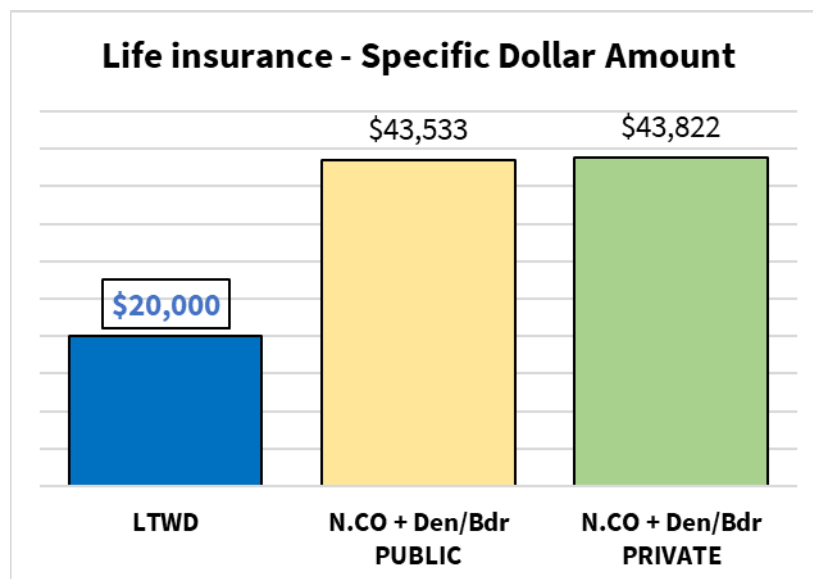
LTWD ranks *comparable* to the survey group by offering vision care *separate* from the group health coverage.

Life Insurance

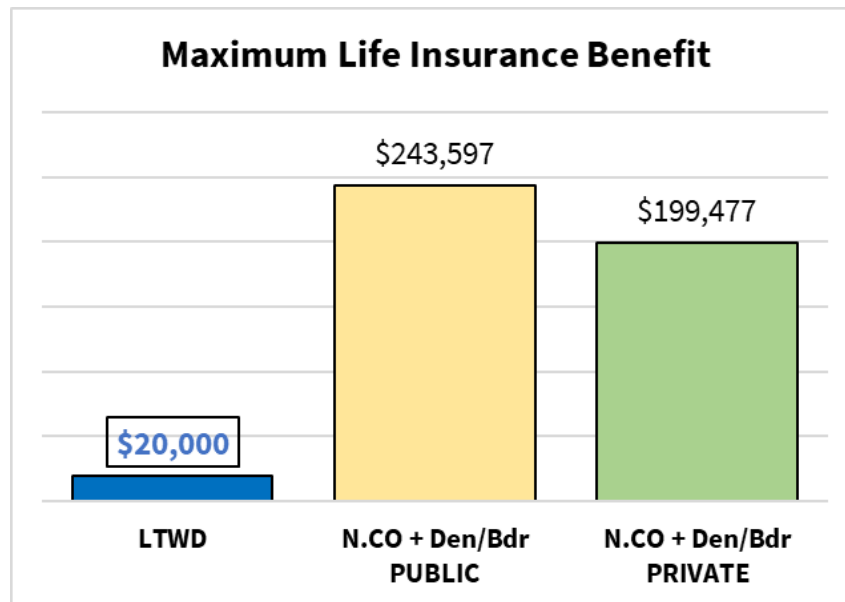
LTWD ranks *less than comparable* to the public survey group by providing a specific amount of life insurance. Most public sector employers report providing 1 X annual salary for life insurance.



You rank more *comparable* to the private sector group by providing a specific dollar amount of life insurance, however, the specific dollar amount of life insurance you provide ranks *less than comparable* to the survey group averages reported for those that provide a specific dollar amount of life insurance.



Your maximum life insurance benefit amount ranks *less than comparable* to survey averages.



Accidental Death and Dismemberment (AD&D)

LTWD ranks *comparable* to the survey group by providing the same amount of AD&D as life insurance.

Short-term Disability (STD)

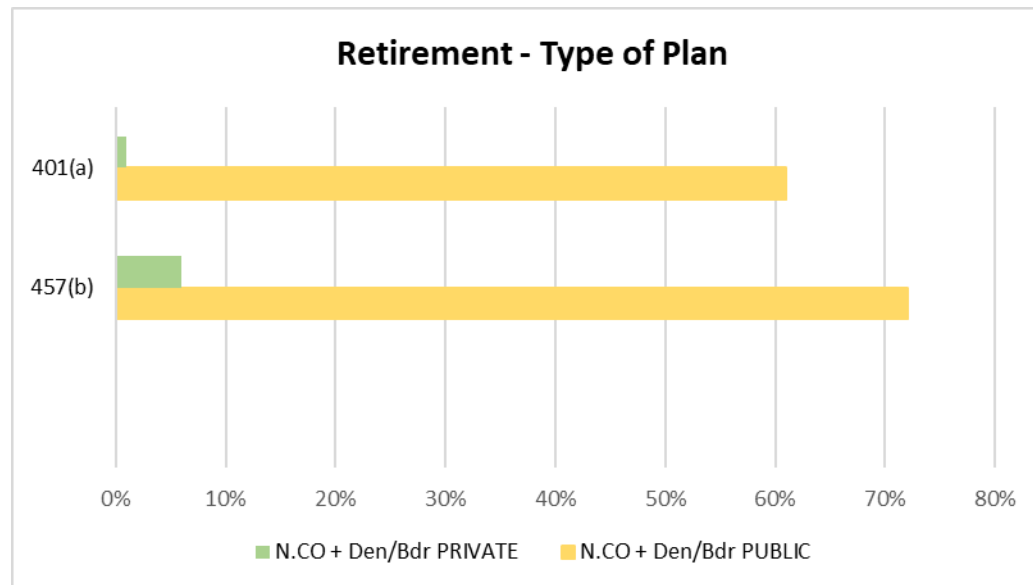
LTWD *exceeds* the survey group by having a shorter elimination period before benefits begin and by paying a higher percentage of salary than reported averages for STD. LTWD pays 67% of salary and the majority of employers in the survey group provide STD pay out at 60% of pay.

Long-term Disability (LTD)

LTWD *exceeds* the survey group by paying a higher percentage of salary than reported averages for LTD. LTWD pays 67% of salary and the majority of employers in the survey group provide LTD pay out at 60% of pay.

RETIREMENT

LTWD ranks *comparable* to the public survey group by offering a 401(a) and 457(b) retirement savings plan. Most employers in the private sector offer a 401(k) plan.



457(b) Deferred Compensation Plan

LTWD *exceeds* the public survey group by providing an employer matching contribution to the 457(b) plan. Most public sector employers do not make matching contributions. However, compared to the public sector employers that do make matching contributions, you rank *less than comparable* by providing a lower percentage employer match of 2%, compared to the survey reported average of 4%.

401(a) Defined Contribution Plan

LTWD ranks *comparable* to the public survey group by offering a 401(a) plan. You rank less than comparable to the public survey group by providing a lower flat percentage contribution of 5%, compared to the survey reported average of 9%.

MISCELLANEOUS

Clothing Allowance

LTWD ranks *comparable* to the public survey group by providing a clothing allowance. You *exceed* the private survey group where only a small percentage of employers provide a clothing allowance. You also *exceed* the survey group by providing a higher dollar amount in allowance than survey averages.

Summary

After reviewing the current levels of LTWD's benefit programs, we conclude that:

- ❑ The level and mix of LTWD's benefits remain, on average, at market. In some areas, LTWD's benefits are more generous than those employers we compared against. In other areas, we found LTWD's benefits to be slightly less generous. We noted where the specific aspect of a plan, or its associated costs, might be less than reflected in the survey group.
- ❑ Your paid time-off levels are, on average, at market. Your holiday and bereavement levels are lower than market averages, however, your PTO levels are at market, and above market at longer service levels. You also compare above market by offering personal and medical leaves without being required to. Most only offer those leaves as required under FMLA.
- ❑ You compare below market by having higher health and dental premiums than survey averages, however, you are above market by paying 100 percent of the monthly premium for all levels of health and dental coverage. This is a generous benefit considering most employers share the cost of premiums with their employees.
- ❑ Your life insurance value compares below market. Your STD and LTD coverage compares above market by paying a higher percentage of salary during extended illness, injury, or pregnancy.
- ❑ Most employers provide a savings/retirement plan, with the type varying by private/public/non-profit sector. You compare above market by making an employer matching contribution to your 457(b) plan. Most public sector employers do not make contributions to their 457(b) plans. Your 401(a) employer contribution level is slightly below market, but your vesting for both plans compares at market. Savings/Retirement plans can be difficult to compare because organizations, provide varied programs and different contribution levels.

When analyzing benefits programs, we find there is significant diversity in what employers offer to employees. In addition, the amount of expense passed on to employees varies greatly. We look for glaring gaps or extraordinary generosity from a total benefit program perspective rather than how individual benefit expenses might be configured and distributed.

Based on this analysis, LTWD does not have any gaps in overall coverage. Aligning your holiday and bereavement levels at, or above market may help maintain your competitiveness and improve your ability to retain and attract employees.

Therefore, while we designate a single item as being comparable, exceeding, or less than the comparator groups, we suggest looking for areas where the organization falls well above or below others and adjusting accordingly. In some instances, this may involve an additional benefit or change; in others, it may mean revising the cost sharing model used. Ultimately, it is critical to understand employee needs as well as preferences and how programs can be reviewed considering all these factors.

We appreciate the opportunity to support your efforts in maintaining competitive benefit programs. Please let us know if you have any questions or concerns about this project.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.2

Staff: Amber Kauffman, District Manager

Subject: Carter Lake Filter Plant (CLFP)

Staff Recommendation: Informational only

No update is available as the board packet for CLFP was not made available prior to the production of the LTWD board packet. No manager's meeting was had either between our last LTWD board meeting and the production of this packet.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.3

Staff: Amber Kauffman, District Manager

Subject: St. Vrain Water Authority (SVWA)

Staff Recommendation: Informational only

Discussion:

The St. Vrain Water Authority board packet had not been released prior to the production of this item. However, the preliminary agenda includes only a review and potential approval of the 2023 budget.

An email from the board secretary on September 30 reported that the general contractor had the electrical subcontractor walk off the job in a contract dispute and refuse to come finish the project. The general contractor exercised a provision in their subcontract and directed the electrical subcontractor to return to the site and complete the work within 72 hours. The electrical subcontractor refused. The general contractor has since reached out to a number of other companies and two responded. The contractor is waiting on a proposal from the two contractors to finish the electrical work. This means generally that the project completion will likely be delayed to December or January.

More will be conveyed at the LTWD board meeting as information becomes available. The next SVWA meeting is Monday October 10.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.4

Staff: Amber Kauffman, District Manager

Subject: Windy Gap Firing Project

Staff Recommendation: Informational only

Discussion:

General

Amanda and I attended the first Assessment Subcommittee for the Windy Gap Participants group. Of interest is Northern's budgeting process as it affects our budgeting process substantially. One thing that was interesting to hear is that Northern has not traditionally done a 5-year capital outlay or any specific rate modeling to generate stability in funds. Additionally, the Municipal Subdistrict (Windy Gap) does not have reserve funds that have been defined. The goal of the group is to provide input as to the financial structure (reserves and operation of those reserves) to Northern as the allottees are significantly impacted and many times the allottees get the assessments after their budgets are already set.

2022 had the highest average delivery of windy gap water at 185% of average despite lower-than-average Adams Tunnel deliveries.

Colorado River Connectivity Channel (CRCC) – Work progresses on the major earthworks portion of the project with the intent to be able to operate Windy Gap Reservoir and Farr Pump Plant in the spring. This requires the general water path for the Colorado River to be out of the way of the dam construction. At this time, the project appears to be within the budget despite delays and potential change orders for delays for the full authorization to proceed that were generated by delays from the NRCS approval for funding.

Chimney Hollow – Generally the project is on schedule but has slipped slightly in schedule from the early completion date. The critical path item continues to be the foundation and grout program; however, the grout appears to be meeting permeability specifications (currently 9 holes have been tested along the grout curtain) so dam embankment and the asphalt core can move ahead. The first placement of asphalt in the core is anticipated October 17, approximately 10 days behind early schedule. The plinth is approximately 68% complete and is 2,065 feet long.

The largest issues on the project that result in change orders are the plinth thickness and the density of the dam embankment that is higher than anticipated. The two changes are due to soil conditions being different than what was expected. The aggregate total of those

issues could erode the remaining contingency fund. This means additional financing will likely be required as the project progresses. The project manager for the reservoir has been tasked with evaluating a risk register and bringing potential costs back to the participants group next month.

A slide show will be presented at the board meeting to illustrate progress and challenges.



WGFP Enhancement Donor Fund Advisory Committee - The Advisory Committee met again and resulted in a request for letters of interest to be submitted by September 9. Seven letters of interest were submitted. The Committee will review the letters, conduct phone interviews of project representatives and request formal applications that would then be due in December. Northern would like to engage the Participants group on the funding of those projects as possible.

WGFP Mitigation Enhancements

Northern is very close to a mitigation plan that satisfies the Bureau of Reclamation. After that plan is in place, the implementation of that plan can begin.

There are 3 specific ideas that Northern is evaluating to assist in mitigating nutrient loading into the three lakes system (Grand Lake, Shadow Mountain Lake, and Granby Lake). Northern is hoping to have a feasibility level cost estimate for improvements to include nitrogen removal at the Frasier wastewater plant, a relocated discharge for the Granby wastewater plant, and reducing nutrient rich runoff from the C Lazy U Ranch. We hope to have the cost estimates for these three projects at the end of the year.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.5 Public Hearing Action Item

Staff: Judy O'Malley, Administrative Assistant

Subject: LTWD Larimer County Inclusions – Resolution 2022-27

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

Discussion: The inclusions 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 2022-27

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

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

Property Owner: Christopher B. Boone & Olivia S. Boone
Parcel Number: 0635400018
Property Address: N/A
Legal Description: PAR IN SE 1/4 35-6-70 DESC AS BEG AT PT WH IS COMMON COR OF NE COR LOT 16 & SE COR LOT 17, ARKINS PARK SUB, SD PT BEING TPOB, TH N 37 45' W 92.72 FT, N 50 5' 40" W136.96 FT, S 89 12' 40" E 168.15 FT, S 2 16' 30" W TPOB (, COUNTY OF LARIMER, STATE OF COLORADO

Property Owner: Derek Sprague & Jennifer Sprague
Parcel Number: 9521207008
Property Address: 201 Pamela Dr., Loveland, CO 80537
Legal Description: LOT 8, REPLAT OF LOTS 7 & 8, SUNNYSLOPE ACRES 1ST, COUNTY OF LARIMER, STATE OF COLORADO

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

"I hereby certify that the above Resolution was duly and regularly adopted by the Little Thompson Water District at a meeting of the Board of Directors held on October 13, 2022."

President

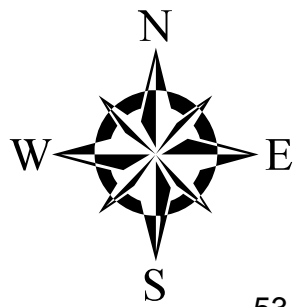
Attest: _____
Secretary

[SEAL]



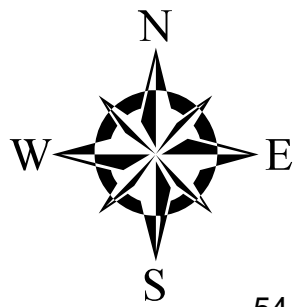
8090 Arkins Ct
Loveland, CO
Parcel: 0635400018

**LTWD INCLUSION:
CHRISTOPHER & OLIVIA
BOONE**





**LTWD INCLUSION:
DEREK & JENNIFER
SPRAGUE**



Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.6

Staff: Judy O'Malley, Administrative Assistant

Subject: 2023 Election Update

Staff Recommendation: Informational only.

Discussion:

Having overseen two elections since 2020, and with a third election upcoming in 2023, I have been wrestling with what is allowed by law and what is considered “Best Practices” by two Colorado Special District Election experts who frequently contradict each other and themselves. I have also taken into consideration questions and comments from Board Members, election judges, and customers and presented some of my ideas to Amber and Angela. Following are some of the main items from our discussion:

- Districts should make sure voters are educated about the district election.
 - ❖ We would like to continue to send postcards to all customers to make sure they are aware of the District process and their rights to vote as a customer for a candidate.
 - ❖ Sending the postcards every election season helps the District be transparent with our customers.
- Campaigning for candidates is not the District’s responsibility.
 - ❖ Joe McConnell, of DOLA, feels that in an effort to avoid the appearance of bias by a district they should not publish any information on candidates in any form.
 - ❖ Paralegal Micki Mills posts questions and answers to the website for each district she oversees elections for.
 - ❖ We would like to try posting a webpage of questions and answers, with Board input on the following questions:
 - Background/Reasons for Seeking Election:
 - ◇ Why are you running for the Board?
 - ◇ If elected, what will be your priorities?
 - ◇ How long have you lived in Colorado?

- Issues the District is Facing:
 - ◇ What is the biggest issue facing the water district today, and what should the Board be doing to address it?
 - ◇ What do you think the District can do better?
 - ◇ The District just finished installing Advanced Metering Infrastructure districtwide. This system has the potential to allow customers to better understand their water consumption and avoid surprise high bills by accessing data about their usage online. What does the District need to do to ensure customers are aware of the new system and get the most out of it?
 - ◇ Climate change continues to be top of mind for many District customers. How will the increasing likelihood of flooding and drought events impact the sources from which the District draws its supplies? What can the District do to ensure its infrastructure is ready to handle more extreme weather?
 - ❖ Candidates will be advised of the maximum number of words for their responses.
 - ❖ Since degrees and titles are not allowed on the ballot, I would prefer to avoid questions that would identify this information.
 - ❖ Ms. Mills mentioned candidate forums at the SDA Conference election session, but this is another suggestion that Mr. McConnell has frowned upon being run by the District.
 - Mr. McConnell has stated that if the Board would like to offer a candidate forum or meet and greet for the customers it should be managed by the Board at a separate location than the District office.
- Since we received less than ten ballots at LRFD in both 2020 and 2022 (four ballots) we will not be having a shared polling place with them in 2023.
 - ❖ We will use those election dollars to add a Counting Judge for 2023.
 - The Counting Judge is allowed to start counting Absentee Ballots before 7:00 p.m.
 - ❖ We will bring the judges into the office prior to election day for training so I can better answer any questions they may have in advance of the election.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.7 FAMLI Program

Staff: Angela Diekhoff-Business Manager

Subject: Information Regarding the new state FAMLI

Staff Recommendation: Resolution to opt in or opt out of FAMLI

Discussion:

- See Attachment and Power Point presentation at board meeting.

Key Facts

- 0.9% of employee wages will be collected
 - 0.45% of employee wages are paid by the employer every paycheck.
 - 0.45% wages will be collected from Employee per paycheck.
 - The rate is set at 0.9% for the first two years of the program.
 - Past 2025 the rate will be set each year by the Division Director and is based on a formula based on the funds balance and usage rates. The amount is statutorily capped at 1.2% of wages.
- Wages are collected bi-weekly through Payroll starting January 1, 2023
- Employees will not be eligible for a claim until January 1, 2024
- Employee files the claim through the state website; and the state will approve or deny claims.
- Program is a use it or lose it process. If the employee never needs to use the FAMLI they will never receive the funds back. The funds stay part of the Colorado Pool for all employee claims.
- Private sector is forced to participate unless they have a program that is comparable.
- Local Government can opt in or out by board vote.

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

RESOLUTION 2022-28

A RESOLUTION OPTING IN TO THE
FAMILY AND MEDICAL LEAVE INSUREANCE (FAMLI) PROGRAM

"RESOLVED that the **LITTLE THOMPSON WATER DISTRICT BOARD OF DIRECTORS** has voted to opt in to the FAMLI Program."

"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 October 13, 2022."

President

Attest: _____
Secretary

[SEAL]

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

RESOLUTION 2022-28

A RESOLUTION DECLINING PARTICIPATION IN
THE FAMILY AND MEDICAL LEAVE INSUREANCE (FAMLI) PROGRAM

"RESOLVED that the **LITTLE THOMPSON WATER DISTRICT BOARD OF DIRECTORS** has voted to opt out of the FAMLI Program."

"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 October 13, 2022."

President

Attest: _____
Secretary

[SEAL]

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.8

Staff: Amber Kauffman, District Manager and Angela Diekhoff, Business Manager

Subject: Retirement and Retention Programs

Staff Recommendation: Discussion and recommendations

Discussion:

LTWD reviewed the existing retirement and retention programs and their impact on the budget as well as to the employee in conveying a “Thank you for your years of service” message.

There is no official retention program; however, employees are given gift cards on their 5-year interval anniversaries in the amount of \$20 per year employed at LTWD.

The current retirement policy found in the Employee Handbook is as follows:

The District participates in Social Security. All District employees and the District are required to make contributions as required by the Federal Insurance Contribution Act (FICA).

The District offers a defined contribution retirement plan in which all employees must participate. Employees contribute 5% of their base salary, which is matched by the District starting on their employment date. Employees can also make optional contributions to a deferred compensation plan, which is matched by the District up to 2% of their base salary. Information concerning investment options, vesting schedule and other specific details of the retirement plans are available from the Business Manager.

The District recognizes the impact that long term employees have on the stability and knowledge of the District through a one-time retirement bonus. The retirement bonus reflects the importance of the role the person has had in the organization and the number of continuous years worked at the District. The bonus is available to employees who are leaving on good terms and whose continuous years worked at the District plus their age at departure equals 70 or more. For example, an employee who works at the District for 15 years and departs at the age of 55 is eligible for the bonus (15+55=70). The bonus is equal to 2% of the employee’s final annual salary multiplied by the number of continuous years working at the District.

Staff will make a presentation to the board at the meeting.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.9

Staff: Angela Diekhoff, Business Manager

Subject: 2023 Proposed Budget

Staff Recommendation:

Staff is presenting the 2023 Proposed Budget to the Board for discussion and input. No official action is requested now.

Discussion:

With the input from the Board at the August Board meeting and review of capital projects at the September meeting, the 2023 recommended budget is presented based on the following parameters:

- Base Fee will increase by 5.0%, and will be adjusted 2.2% for new tap growth,
- Water rates:
 - Tier I, and Tier II increases by 5%,
 - Tier III increases by 9%,
 - Tier IV will double, increasing IV from \$4.56 to \$9.00 for 5/8" Standard Residential Only, Other Tier IV rate classifications will increase by 9%
 - Tier V will increase by 50% increasing it from \$9.00 to \$13.50 for 5/8" Standard Residential Only
- Wholesale Rates will increase by CPI 8.6% based within the guidelines of each entity's IGA,
- Bulk water sales estimated based on historical data,
- Sale of 225 taps (5 standard and 220 urban) – 28 Cash in Lieu (7 Standard and 21 Urban),
- Wages – Cost of Living (COL) increase of 3.5%, with the average increase of merit and COL of 7%,
- Total Employee Costs Increase of 15.69% compared to 2022 projected actuals,
 - Large increase is due to three new employees: two Administrative and one in Engineering,
 - One additional fulltime transition employee in Water Resources,
 - Increase in salaries to make sure employees are in the appropriate range with the salary survey done by Employers Council,
 - Increase in the 401A employer contribution from 5% to 7% to keep us competitive in the market based on Employers Council benefit survey results,
 - Increase in Retention bonus from \$20 per year to \$250 per year (paid at increments of 5-year services),
 - Two potential retirement bonuses,
- Operating expenses increased by 17.26% compared to 2022 projected actuals,
 - Budget for a marketing consultant,
 - Operational expenses increased for Dry Creek pumping,
 - Assessments increases for Northern Programs and for Windy Gap deliveries,
 - Begin lead service line inventory process,
- Capital and non-operating costs increased by 65% compared to 2022 projected actuals,
 - Increase to continue with bond projects and additional capital projects,
- CLFP Treatment costs \$0.22 per 1,000 gallons and \$108,000 per month for fixed operating cost,
 - Plus, unbudgeted expenses of \$144,000.

The draft recommended budget accomplishes the following:

- Board designated reserves fully funded,
- A continuation of maintenance activities to ensure long term reliability,

- A projected operating gain of \$83,744,
- Projected working capital year end is \$39,996,057, which is \$107,745 more than budgeted in 2022.

Attached is a one-page summary of the 2023 Proposed Budget, the year-end reserve balance, revenue, and expense graphs, and three pages showing additional detail.

The following information will be presented at the November Board Meeting:

- The 2023 Proposed Budget once final direction and recommendation is received from the Board,
- A public hearing will be held on the Proposed Budget, and any recommend rate increase,
- Staff will present the District's five-year financial plan,
- Final adoption of the budget can occur at the November meeting, unless the board chooses to defer adoption to the December Board Meeting.

Staff will present highlights of the budget to start the discussion.

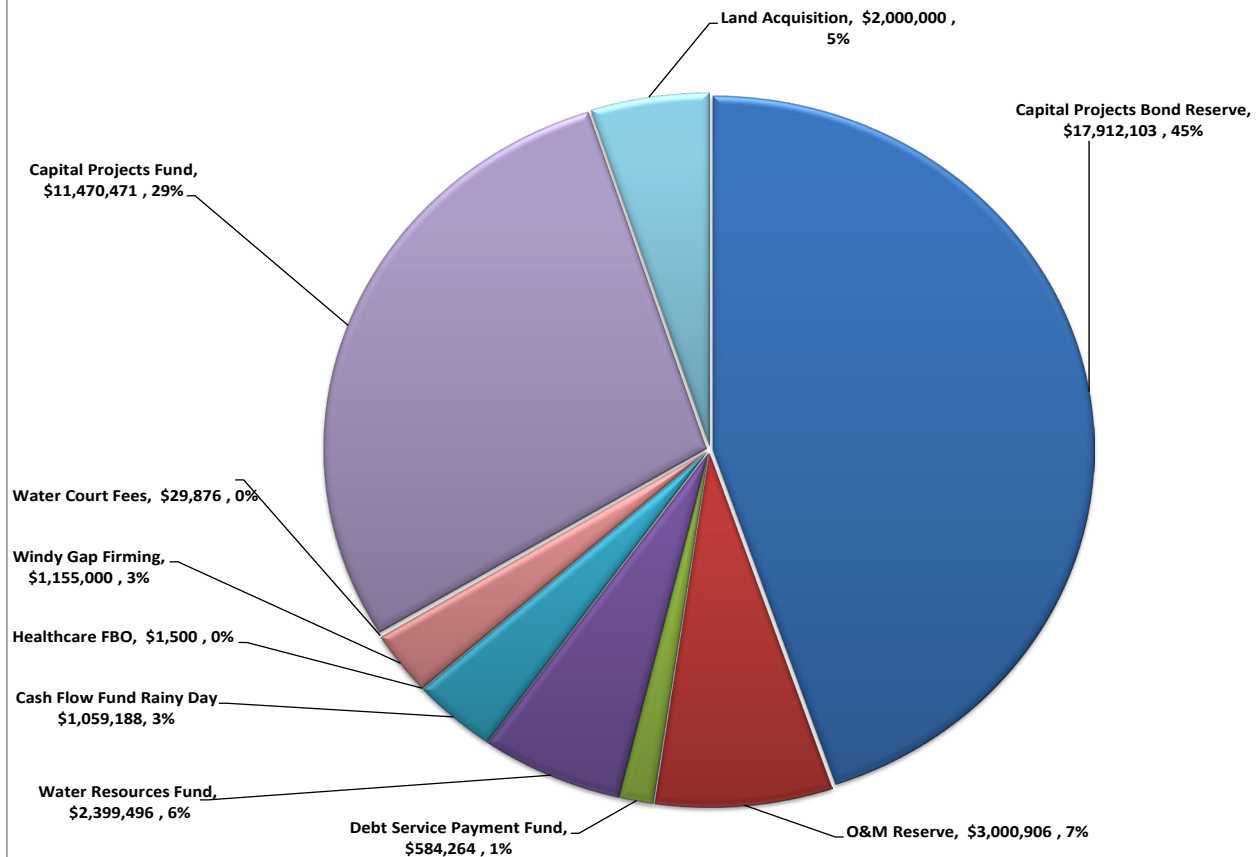
**Little Thompson Water District
2023 Proposed Budget Summary
2023 PROPOSED YEAR END RESERVES**

	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Working Capital				
BEGINNING of Year	\$ 43,704,103	\$ 44,856,724	\$ 44,856,724	\$ 43,977,836
Operating Revenue				
Water Revenue	10,580,769	11,117,108	10,543,697	12,894,929
Other Revenue	217,627	1,567,860	1,428,985	1,529,493
Total Operating Revenue	\$ 10,798,396	\$ 12,684,968	\$ 11,972,682	\$ 14,424,422
Operating Expenses				
CLFP Expenses	1,244,973	1,590,087	1,488,322	1,963,305
St. Vrain Authority	1,909	24,000	60,000	70,000
Distribution Expenses	1,098,631	851,979	960,350	1,059,200
General & Admin Expenses	709,607	822,332	842,682	1,012,742
Engineering Expenses	74,842	113,481	200,210	365,560
Water Assessments	841,893	1,957,688	1,998,000	2,462,500
Dry Creek & Joint Operations	21,700	37,742	26,275	282,265
Employee Costs	3,793,619	4,138,621	4,025,698	4,788,050
Debt Service (Int + Principal)	2,339,239	2,529,230	2,337,306	2,337,055
Total Operating Expenses	\$ 10,126,413	\$ 12,065,159	\$ 11,938,843	\$ 14,340,678
Operating Gain(Loss)	\$ 671,983	\$ 619,808	\$ 33,839	\$ 83,744
Non Operating Revenue				
Plant Investment Fees	4,364,900	2,760,200	3,120,000	2,541,096
Cash In Lieu of Water Rights	2,134,600	882,500	1,050,000	1,592,496
Non Res Cash in Lieu of Water Rights	700,000	-	700,000	-
Tap Installation Revenue	312,995	169,210	216,000	269,496
Water Resource Fee	-	256,500	288,000	225,000
Capital Investment Fees	36,241	-	-	-
Native Water Dedication Fee	97,274	-	24,000	15,000
Interest on Investments	91,593	156,878	150,000	180,000
Other Fees	141,625	92,650	76,600	3,500
Miscellaneous Revenue	42,839	34,832	9,750	92,750
Contribution Water Court	-	-	-	-
Gain(Loss) Sale of an Asset	12,594	-	7,500	-
Windy Gap Firming	377,233	-	-	-
Passthrough Revenue	-	25,575	732,600	887,875
Flood Related Assistance	68,091	-	-	-
2020 Bond Proceeds	-	-	-	-
Total Non Operating Revenue	\$ 8,379,985	\$ 4,378,345	\$ 6,374,450	\$ 5,807,213
Non Operating Expenses				
Capital Projects - District	462,467	1,442,083	1,931,200	3,516,500
Bonded Capital Projects - District	2,575,031	1,782,301	5,345,000	2,815,311
Vehicles/Equipment	136,642	145,490	194,000	120,300
Plant & Equipment - Joint	2,101,739	488,745	1,656,500	700,625
St. Vrain Authority Treatment Plant	287,361	-	-	-
Water Right Purchases	1,910,000	1,590,000	1,750,000	800,000
Raw Water Infrastructure	-	-	-	1,000,000
Water Rights Adjudication	167,556	428,422	500,000	800,000
Native Water Conveyance	-	-	-	120,000
Windy Gap Firming	377,233	-	-	-
Total Non Operating Expenses	\$ 8,018,028	\$ 5,877,041	\$ 11,376,700	\$ 9,872,736
Non Operating Net Gain(Loss)	\$ 361,956	\$ (1,498,696)	\$ (5,002,250)	\$ (4,065,523)
Net Gain(Loss)	\$ 1,033,940	\$ (878,888)	\$ (4,968,411)	\$ (3,981,779)
Working Capital				
END of Year	\$ 44,856,724	\$ 43,977,836	\$ 39,888,313	\$ 39,996,057

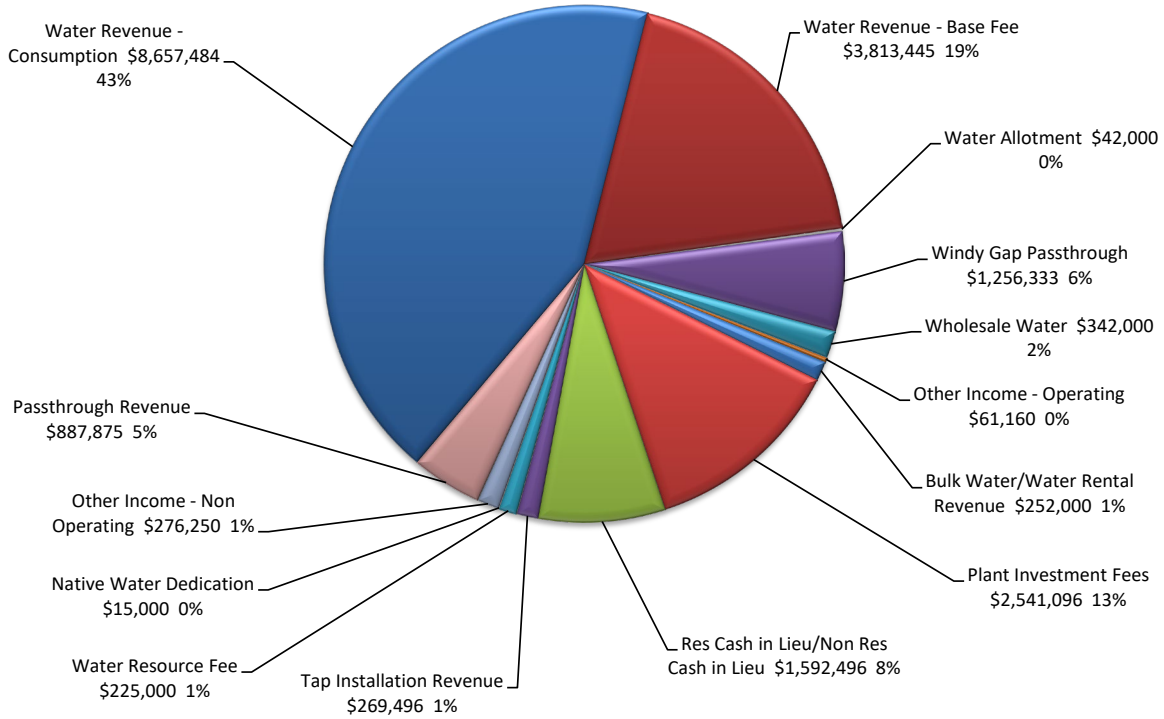
2023 PROPOSED YEAR END RESERVES

	Actual 12/31/2021	Projected Actual 12/31/2022	Approved Budgeted 12/31/2022	Proposed Budget 12/31/2023
Legally Restricted				
Bond Reserve	\$ 24,526,541	\$ 21,143,039	\$ 21,945,000	\$ 17,912,103
Subtotal Legally Restricted	24,526,541	21,143,039	21,945,000	17,912,103
Board Designated				
Operations & Maintenance Reserve	1,946,793	2,383,982	2,400,384	3,000,906
Debt Service Payment Fund	584,810	632,307	584,327	584,264
Water Resources Fund	2,009,599	1,382,000	626,999	2,399,496
Cash Flow Fund	1,079,840	1,268,497	1,059,188	1,442,442
Meter Change Out Reserve Fund	251,665	-	-	-
Vehicle Replacement Fund	74,937	49,573	80,000	-
Windy Gap Firming	-	-	-	1,155,000
Land Acquisition	-	2,000,000	2,000,000	2,000,000
Water Court Fees	29,876	29,876	29,876	29,876
Healthcare Bank FBO	1,500	1,500	1,500	1,500
Subtotal Board Designated	5,979,020	7,747,736	6,782,274	10,613,484
Capital Projects Fund	14,351,163	15,087,061	11,161,039	\$ 11,470,471
Total Reserves	\$ 44,856,724	\$ 43,977,836	\$ 39,888,313	\$ 39,996,057

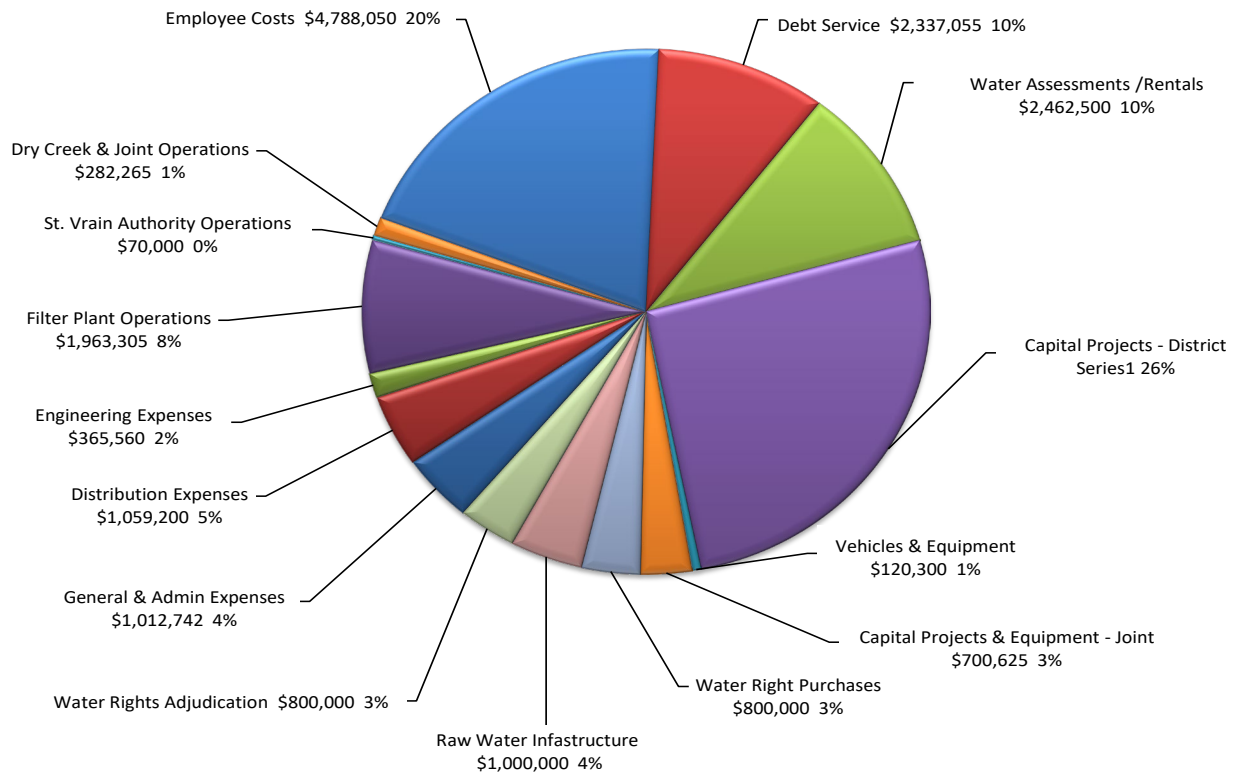
YEAR END RESERVES BALANCES 2023 BUDGETED



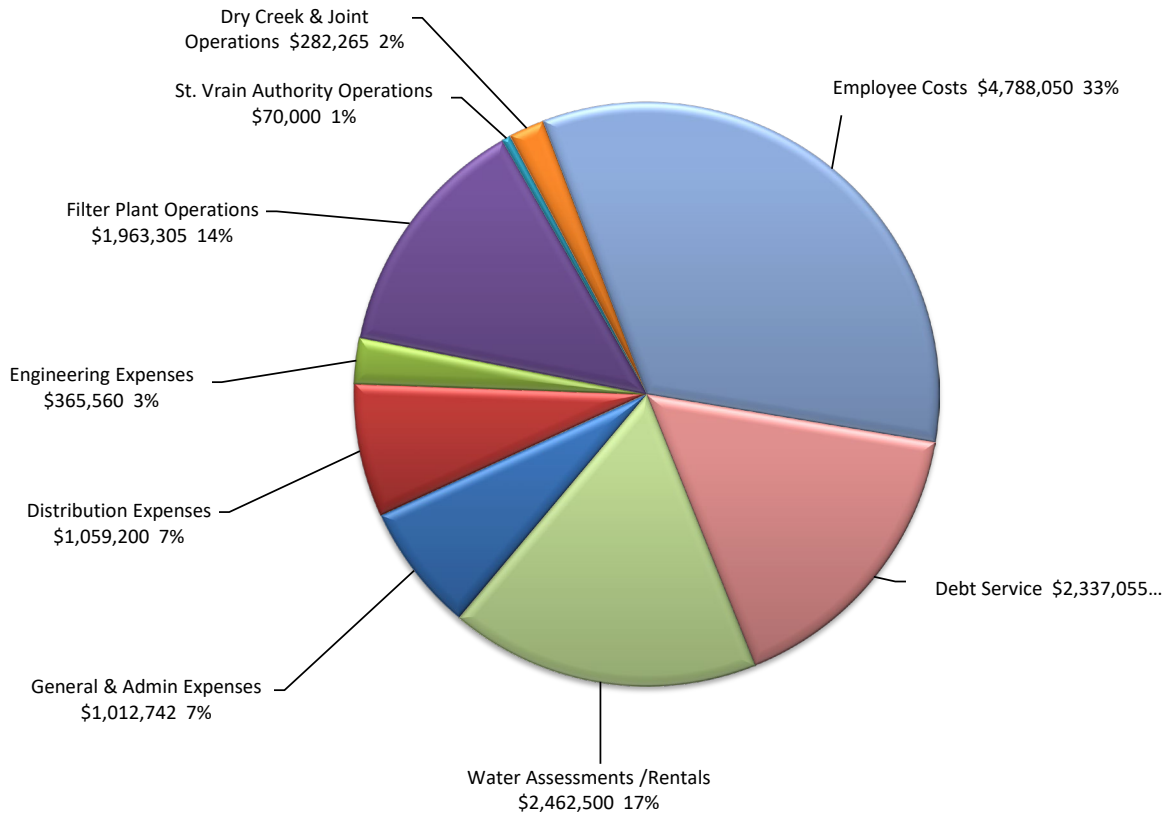
Little Thompson Water District 2023 Proposed Revenue by Type



Little Thompson Water District 2023 Expenses by Category



Little Thompson Water District 2023 Operating Expenses by Category



2023 Proposed Budget Detail

OPERATING REVENUE	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Base Fee	\$ 3,229,227	\$ 3,560,726	\$ 3,449,772	\$ 3,813,445
Water Revenue - Tiers Total	6,497,065	7,112,754	6,676,925	\$ 8,657,484
Water Revenue - Tier I	1,508,770	1,453,791	1,340,575	1,574,886
Water Revenue - Tier II	1,886,238	2,276,315	1,869,825	2,489,138
Water Revenue - Tier III	1,226,360	1,305,521	1,328,350	1,526,803
Water Revenue - Tier IV	1,150,132	1,295,374	1,375,775	1,829,182
Water Revenue - Tier V	725,564	781,752	762,400	1,237,474
Water Allotment	94,037	50,858	40,000	42,000
Wholesale Water	416,623	345,640	342,000	342,000
Water Rental Revenue	44,218	47,129	35,000	40,000
Other Revenue	79,373	79,581	55,985	61,160
Bulk Water	437,854	333,279	218,000	212,000
Windy Gap	-	1,155,000	1,155,000	1,256,333
Total Revenue	\$ 10,798,396	\$ 12,684,968	\$ 11,972,682	\$ 14,424,422
OPERATING EXPENSES				
Carter Lake Filter Plant Ops	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2022 Proposed Budget
Filter Plant Operating Expense	\$ 1,244,973	\$ 1,590,087	\$ 1,488,322	\$ 1,963,305
Total Carter Lake Filter Plant Ops	\$ 1,244,973	\$ 1,590,087	\$ 1,488,322	\$ 1,963,305
St. Vrain Authority	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
St. Vrain Authority Start Up Cost	\$ 1,909	\$ 24,000	\$ 60,000	\$ 70,000
Total St Vrain Authority	\$ 1,909	\$ 24,000	\$ 60,000	\$ 70,000
Distribution Expenses	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
O & M - Miscellaneous	\$ 28,786	\$ 30,780	\$ 44,000	\$ 42,800
Meter Mtn & Repairs	277,920	83,390	48,000	66,000
Tap Relocations/Small Line Abandonment	-	-	-	75,000
System Maintenance & Repairs	433,578	319,991	467,950	414,200
Facility Maintenance & Repairs	165,854	183,848	188,500	175,000
Vehicle Expense	121,795	159,579	120,000	162,000
Cathodic Protection	195	330	1,000	1,000
Cross Connection/Backflow	160	663	1,500	1,500
Water Quality Monitoring	15,633	17,927	29,400	31,700
Lead Service Inventory	-	-	-	30,000
Operations Utilities Expense	54,711	55,473	60,000	60,000
Total Distribution Expenses	\$ 1,098,631	\$ 851,979	\$ 960,350	\$ 1,059,200

**Little Thompson Water District
2023 Proposed Budget Detail**

General & Admin Expenses	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Office Supplies & Expense	\$ 61,375	\$ 74,060	\$ 74,392	\$ 43,600
Communication Expense	65,899	68,200	68,200	77,500
Memberships & Subscriptions	13,135	13,147	14,990	20,980
Computer Expense	122,512	140,388	165,480	181,780
Service Contracts	127,319	143,579	134,220	185,162
Education & Training	28,947	46,362	60,400	66,400
Elections/Hearing/Public Notices	10,317	10,471	17,000	17,000
Uniforms	16,600	19,400	19,400	23,100
Building & Grounds	62,683	72,077	77,400	99,900
Professional Fees (Legal & Audit)	35,814	57,086	54,050	74,000
Inclusions & Public Relations	25,989	16,536	19,000	63,000
Insurance Expense	120,165	133,135	112,000	134,420
Safety Expense	16,114	25,071	23,350	23,100
Farm Expense	2,740	2,820	2,800	2,800
Total G & A Expenses	\$ 709,607	\$ 822,332	\$ 842,682	\$ 1,012,742
Engineering Expenses	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Engineering Consulting	\$ 40,904	\$ 50,944	\$ 105,000	\$ 200,000
Water Rights Consulting	-	\$ 6,720	\$ 10,000	70,000
Engineering Dept Exp	6,396	6,000	6,000	8,000
Soil Amendments	6,504	7,122	10,000	10,000
Landscaping Incentives	2,112	12,930	8,000	14,875
Water Conservation	18,927	29,765	61,210	62,685
Total Engineering Expenses	\$ 74,842	\$ 113,481	\$ 200,210	\$ 365,560
Water Assessments /Rentals	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Water Assessments	\$ 775,253	\$ 746,537	\$ 805,800	\$ 1,091,143
SWSP Operating Cost	60,179	42,947	30,000	103,024
Purchased Water	-	13,203	7,200	12,000
Windy Gap Farming Project Pooled Financed	6,461	1,155,000	1,155,000	1,256,333
Total Water Assessments	\$ 841,893	\$ 1,957,688	\$ 1,998,000	\$ 2,462,500
Dry Creek & Joint Operations	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Dry Creek/Joint Operating Expense	\$ 21,700	\$ 37,742	\$ 26,275	\$ 282,265
Total CLFP & Joint Facilities	\$ 21,700	\$ 37,742	\$ 26,275	\$ 282,265
Employee Costs	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Distribution Employee Costs	\$ 1,700,906	\$ 1,895,215	\$ 1,826,604	\$ 1,999,308
Administration Employee Costs	905,959	999,132	914,818	1,163,010
Engineering Employee Costs	1,177,820	1,235,555	1,268,451	1,609,327
Board of Directors Costs	8,935	8,720	15,825	16,406
Total Employee Costs	\$ 3,793,619	\$ 4,138,621	\$ 4,025,698	\$ 4,788,050

**Little Thompson Water District
2023 Proposed Budget Detail**

Debt Service	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Bonds/Loans Principal	\$ 1,126,565	\$ 1,476,598	\$ 1,281,619	\$ 1,322,142
Bonds/Loans Interest	1,212,674	1,052,632	1,055,687	\$ 1,014,913
Cost of Issuance	-	-	-	\$ -
Total Debt Service	\$ 2,339,239	\$ 2,529,230	\$ 2,337,306	\$ 2,337,055
Total Operating Expenses	\$ 10,126,413	\$ 12,065,159	\$ 11,938,843	\$ 14,340,678
Operating Gain/Loss	\$ 671,983	\$ 619,808	\$ 33,839	\$ 83,744
NON OPERATING REVENUE	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Plant Investment Fees	\$ 4,364,900	\$ 2,760,200	\$ 3,120,000	\$ 2,541,096
Cash in Lieu of Water Rights	2,134,600	882,500	1,050,000	1,592,496
Non Res Cash in Lieu of Water Rights	700,000	-	700,000	-
Tap Installation Revenue	312,995	169,210	216,000	269,496
Water Resource Fee	-	256,500	288,000	225,000
Capital Investments Fees	36,241	-	-	-
Native Water Dedication Fee	97,274	-	24,000	15,000
Interest on Investments	91,593	156,878	150,000	180,000
Other Fees	141,625	92,650	76,600	3,500
Miscellaneous Revenue	42,839	34,832	9,750	92,750
Gain(Loss) Sale of an Asset	12,594	-	7,500	-
Windy Gap Firming	377,233	-	-	-
Flood Related Assistance	68,091	-	-	-
Passthrough Revenue	-	25,575	732,600	887,875
2020 Bond Proceeds	-	-	-	-
Total Non Operating Revenue	\$ 8,379,985	\$ 4,378,345	\$ 6,374,450	\$ 5,807,213
Non Operating & Capital Costs	2021 Audited Actual	2022 Projected Actual	2022 Approved Budget	2023 Proposed Budget
Capital Projects - District	\$ 462,467	\$ 1,442,083	\$ 1,931,200	\$ 3,516,500
Capital Projects - District-Bond	2,575,031	1,782,301	5,345,000	2,815,311
Vehicles & Equipment	136,642	145,490	194,000	120,300
Capital Projects & Equipment - Joint	2,101,739	488,745	1,656,500	700,625
St.Vrain Authority Treatment Plant	287,361	-	-	-
Water Right Purchases	1,910,000	1,590,000	1,750,000	800,000
Raw Water Infrastructure	-	-	-	1,000,000
Water Rights Adjudication	167,556	428,422	500,000	800,000
Native Water Conveyance	-	-	-	120,000
Windy Gap Firming	377,233	-	-	-
Total Non Operating Expenses	\$ 8,018,028	\$ 5,877,041	\$ 11,376,700	\$ 9,872,736
Non Operating Gain(Loss)	\$ 361,956	\$ (1,498,696)	\$ (5,002,250)	\$ (4,065,523)
Net Gain(Loss)	\$ 1,033,940	\$ (878,888)	\$ (4,968,411)	\$ (3,981,779)

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 6.10

Staff: Amber Kauffman, District Manager

Subject: Aurora Organic Dairy Agreement

Staff Recommendation: Informational only

Discussion:

A draft agreement with Aurora Dairy that addressed water dedication was sent to the Board in a separate communication along with concerns Aurora Organic Dairy had. The response of the board from the September board meeting was sent to Aurora Organic Dairy and the dairy responded. Their response and concerns will be addressed in executive session along with any of the Board's concerns/questions.

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 7.1

Staff: Amber Kauffman, District Manager

Subject: District Manager's Report.

Dry Creek Reservoir Inspection

The Dam Safety engineer for our area, John Batka, came to do the annual reservoir inspection on October 5. LTWD, CWCWD, and CLFP staff were all present. The LTWD/CWCWD group operated the cone valves to ensure operation in case of emergency conditions. A group of staff from LTWD and CWCWD walked along the dam with Mr. Batka to inspect the dam. Mr. Batka saw some minor issues to take care of (very typical) and some significant cracking along the dam crest that he asked to be corrected. The repair work suggested was completed in other areas of the dam crest in 2017. Overall Mr. Batka was happy with the maintenance of the dam.

Dry Creek Water Quality

I am working on engaging Stantec, an engineering firm, to assist in the evaluation of options for treatment and location of treatment of sulfate and hardness for the CLFP as well as a reservoir management plan. I will work with Rick on the proposals. I hope to have something in front of the CLFP and LTWD boards soon.

Regional Water Leaders Strat-Op Update

I attended the water leaders strat-op meeting on September 23. This meeting was focused on a message to send back to elected officials from water leaders about how to work together in order to keep native water from leaving Northern Colorado and to look for ways to partner on water infrastructure. I was requested by the group to represent the water providers in the room that was not associated with the cities or town represented by the elected officials on October 6. The elected officials and leadership representatives included city/town managers, mayors, and mayor pro tems from the Cities of Loveland, Fort Collins, Greeley, and the Town of Windsor as well as the Weld County Community Foundation. The meeting was held at the Rialto Theatre in Loveland on October 6. The message in the room centered on ensuring northern Colorado, and more specifically Larimer and Weld Counties, worked to provide means for which native waters in the area stayed in northern Colorado.

Fall Symposium

Northern Water's Fall Symposium is scheduled for November 15 from 9:00 am to 3:00 pm. Please keep the date on your calendar if you are interested. It will be held at the Embassy Suites in Loveland. I will send you a link to register so they can order enough lunch.

Topics for November and December Meetings

Final Budget for 2023.

Employee appreciation bonuses.

Rate hearing – rate study being presented either December or January.

Accomplishments of 2022 and goals for 2023.

Any desire for a Colorado River update or other project update presentation from Northern Water?

2022 Goals Update

In December I presented the following District goals that cover the 5 categories listed below. The list below includes updates as to what the status of each item is.

- Raw Water Supply Planning:
 - ❖ Conservation – Increased focus during a transition year. **More postcards sent than previous years, higher interest in conservation programs, lots of calls regarding the “Action Level Low – Yellow” designation for water use, lower demands this year with Friday watering lower than other days (potential reflection of “Yellow” status).**
 - ❖ Consolidated Home Supply Change Case – Continue on change case, make significant progress easement acquisition for raw water infrastructure. **Moving forward.**
 - ❖ Handy Ditch Company Change Case – Submit change case. **Expected by the end of the year barring any unexpected issues.**
 - ❖ Second Use – Opportunities with Firestone for implementation at St. Vrain Water Authority. **Revising proposal for Firestone.**
 - ❖ Dry Creek Photovoltaic – Green hydrogen feasibility study. **Not started.**
- Treatment and Transmission:
 - ❖ Complete District Distribution Master Plan Update. **In process, but behind schedule.**
 - ❖ Identify and Secure future East I-25 Treatment Plant property. **Goal changed and will come into focus after the master plan is complete.**
 - ❖ Capital Projects/Bonding Projects. **Progress ongoing.**
- Relationships with Other Entities:
 - ❖ Johnstown – Complete an updated IGA. **Renewed existing IGA until March due to staffing issues at Johnstown.**
 - ❖ Berthoud – Update IGA and solidify opportunities for RFOs agreements. **Meeting monthly with Berthoud for more coordination/communication.**
 - ❖ Obtain an agreement with Aurora Dairy for Water Dedication. **In progress - AOD has rented 40 ac-ft of C-BT and assigned it to LTWD from Cemex. LTWD board comments sent to AOD on September 27.**
 - ❖ Renew/Redo current agreement with Brookfield. **Waiting on revised version from Brookfield counsel.**
- Rules and Regulations Updates:
 - ❖ Section 8: Main Line Extension Policies and/or Developer Agreement. **No Progress.**
 - ❖ General Overview and Board Engagement for broad changes. **On-going.**
- Operations and Technology:
 - ❖ Getting 50% increase in Eye On Water users. **Goal met and exceeded.**
 - ❖ Reverse 911 system in place. **Evaluating options.**
 - ❖ Telemetry Upgrades. **Level and water quality monitor installed at Dry Creek. Herbert Instrumentation authorized to move ahead on an asset inventory and recommendations.**
 - ❖ Increase average operator level of distribution staff. **One staff member increased level.**
 - ❖ Complete a rate study. **Kicked off rate study.**
 - ❖ Update the 2019 salary study. **Study finalized and will be presented on October 13.**
 - ❖ Successful elections. **Goal Met.**
 - ❖ Making website ADA compliant. **Goal Met.**

Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022
Item: 7.2 Business Manager’s Report
Staff: Angela Diekhoff-Business Manager

Subject: October Board Meeting, Business Manager Report.

Staff Recommendation: For Information.

Discussion:

Update Office:

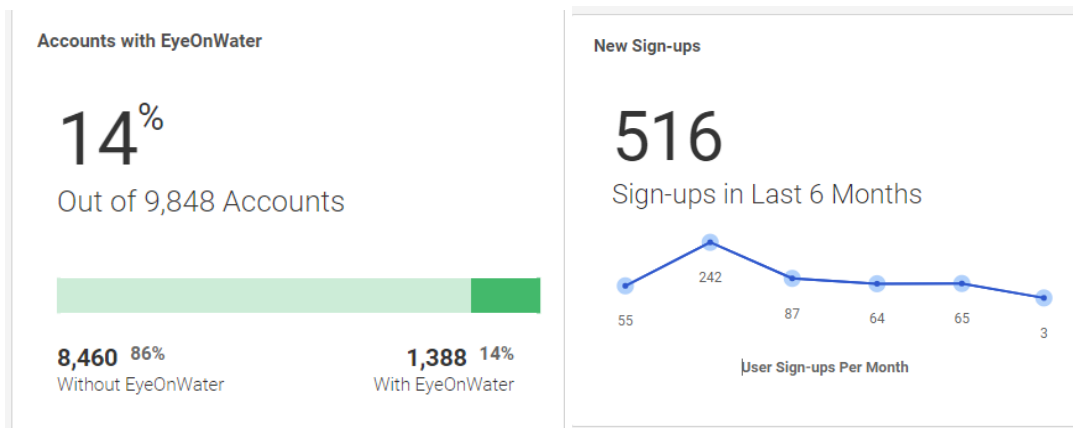
Kathleen, our long-time employee of 20 years who works in the AP Department, will be retiring at end of November. We wish her the best in retirement!

Prudence Webb was hired on 10/03/2022 as the replacement for Kathleen and will be training with Kathleen for the next two months until Kathleen’s retirement. We are happy she decided to come work for the District and was available with short notice!

Valrie Mansfield was hired on 9/17/2022 as a Customer Service Representative. She has been training side by side with Sarah Holderfield. We are grateful to have her on the team and enjoy her sense of humor and positive attitude!

Eye on Water:

Total of 1,388 of the 1,158 goal for end of 2022. **GOAL MET!**



Agenda Item Summary

Little Thompson Water District

Date: October 13, 2022

Item: 7.3 District Engineer Report

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

Subject: October Board Meeting, Engineering Report.

Staff Recommendation: For Information.

Discussion:

COMMITMENT TO SERVE REQUESTS: 3 tap requests in September bringing the 2022 total to 5006 (2021 TOTAL: 1,214).

2022 CAPITAL PROJECTS *FUNDED BY BOND PROCEEDS	PROJECT STATUS	BUDGETS TOTAL / 2022 / SPENT TO DATE
*WEST 1 ST STREET (#70-129-00000)	Both the western and eastern portions of the project are complete including the final tie-ins to existing lines. Final punch list items are being addressed and final completion is expected this month.	\$950,000/\$400,000/\$1,074,136
*NORTHEAST TRANSMISSION LINE (#70-137-00000)	A preliminary alignment has been developed and easement acquisition is the next step. CR Land Services has been engaged to assist with acquiring easements and began work the week of 9/26/2022	\$5,400,000/\$3,000,000/\$197,500
*TWIN MOUNDS 5MG TANK REHAB (#70-138-00000)	Focus continues with interior corrosion mitigation and epoxy coating. Completion of the interior is now anticipated for the end of October.	\$1,650,000/\$825,000/\$1,471,783
*LOVELAND / CAMPION CONVERSION PROJECT #1 (#70-139-00000)	90 percent design drawings are in progress. Project costs are currently estimated at 3.1 million. Design to be complete in 2022 with construction beginning in 2023 and complete in 2024.	\$1,520,000/\$1,520,000/\$149,597
COUNTY ROAD IMPROVEMENTS (#70-100-00000)	Ongoing budget item driven by County Road improvement projects. Approx. \$95k has been earmarked for the design of 3 rd & Welker and LCR 8 & 21 waterline relocation projects.	\$200,000 / \$200,000 / \$7,355
SCADA IMROVEMENTS (#70-103-00000)	2022 SCADA ongoing capital improvement program. The equipment for a level and water quality monitoring system for Dry Creek Res. has been installed and commissioned. A second use flow monitoring system at Lakeside Canyon in Mead has been installed and commission is expected to begin in the next few weeks.	\$200,000 / \$200,000 / \$67,001
SMALL LINE IMPROVEMENTS (#70-121-00000)	Ongoing budget item to replace various small waterlines.	\$75,000 / \$75,000 / \$17,381

2022 CAPITAL PROJECTS		BUDGETS
*FUNDED BY BOND PROCEEDS	PROJECT STATUS	TOTAL / 2022 / SPENT TO DATE
54 BRIDGE WATERLINE RELOCATION (#70-142-00000) (PASS THROUGH #1128)	Relocate approx. 1,250 ft. of 12-inch waterline to accommodate WCR 54 bridge widening at the Big Thompson River. Project costs will be reimbursed by Weld County. Waterline relocation design is in progress. Consultant has completed the updated project cost estimate at \$862,300 which is an increase from the previous estimate of \$732k.	\$732,000 / \$732,000 / \$12,320
DRY CREEK FLOATING PHOTOVOLTAIC FEASIBILITY STUDY (#70-143-00000)	Evaluate feasibility of installing photovoltaic panels on Dry Creek Res. for hydrogen production.	\$35,000 / \$35,000 / \$0
BUCKHORN PUMP STATION (#70-144-00000)	Installation of new variable frequency drives (VFD's) and evaluation of the condition of the existing pumps is complete.	\$42,000 / \$42,000 / \$15,202
WATER SYSTEM MASTER PLAN UPDATE (#53-400-00000)	The project is underway but delayed due to staff workload gathering additional data for the consultant.	\$150,000 / \$75,000 / \$2,154
NON-POTABLE SYSTEM STUDY (#53-400-00000)	Study to evaluate managing non-potable irrigation systems. Project was moved to 2022. Staff has since determined this study is no longer required.	\$45,000 / \$45,000 / \$0
RAW WATER INFRASTRUCTURE (#73-105-00000)	Engineering study & easement acquisition to capture & convey native waters for treatment. Develop request for proposal (RFP) for design services is the next step.	TBD / \$400,000 / \$7,586

New Development Projects: No New Development Projects for September

Active Development Name	Lots / type of development	Status
St. Acacius (aka Lakeside Canyon)	222 Residential	Final Acceptance for Phase 1A Issued. Phase 1B is substantially complete and final acceptance for the 16-inch in WCR 28 and Phase 1B is in progress.
The Highlands	225 Residential	Filing 2 Under construction.
Range View Estates	75 Residential	Both offsite and onsite utilities are complete with acceptance testing in process. Non-potable irrigation system in review.
Red Barn	457 Residential	Under construction.
Postle Properties	7 Industrial/Commercial (301 acres)	Phase 1 under construction.
Horizon Hills	269 Residential (modular)	Onsite waterline in progress
Horizon Hills Offsite	Offsite 16" waterline	Substantially complete with final connections pending.
Gopher Gulch RV Park	145 RV spaces	Under construction.
Elevation 25 (Formerly Mann Farms)	7 Commercial	Under construction.
Barefoot Filing 4 Replat	28 Residential	Waterlines installed and tested. Final acceptance pending.
Barefoot Offsite Ronald Reagan Phase 3	Offsite for Residential	Under construction.
Hawks Ridge Subdivision	120 Residential plus commercial	Design approved.
Mead Place	313 Residential, Multifamily & Commercial	Design approved.
Barefoot Filing 6	193 Residential	In design.
Waterfront	1,800 Residential plus Commercial	In design.
Raterink Lot 2	1 Commercial	In design.
Grand Meadow (aka Douthit)	400 Residential	In design.

Active Development Name	Lots / type of development	Status
Meadow Ridge	958 SFE - Residential & Commercial	In design. Non-potable system water supply plan, initial review complete.
Mead Village	96 Residential	Project from 2016 becoming active.
Turion - Revised	3,660 Residential plus commercial - total buildout.	1060 taps to be served by LTWD via Berthoud master meter, 2600 lots annexed into Mead served by LTWD direct.
Schulz Property	Single Industrial Lot	Beginning entitlement process with Mead. Commitment request received.
Welker Farms	Originally 150 lot residential	Replat to Multi-Family being proposed to the Town of Mead.
Westridge PUD	1,000 Residential, Multifamily & Commercial	Beginning entitlement process. No current movement.
GCI Flex (Mead)	4 Lot Industrial	Beginning entitlement process. No current movement.
Buffalo Highlands	1269 Lot Residential Plus Commercial	Commitment letter issued.

OTHER ENGINEERING & GIS ACTIVITIES

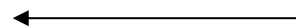
1. Heavy workload continues for field inspections and construction.
2. Home Depot Distribution Center, water system Infrastructure continues to require significant staff time.
3. West I-25 24" Transmission Line -final negotiations continue. Approximately 75% complete.
4. 2023 engineering operational budget development.
5. LCR 8 & 21 Roundabout. Infrastructure modifications design in progress.
6. 3rd & Welker Waterline Replacement design in progress.
7. Engagement in various CDOT activities near LTWD infrastructure along I-25 continues.
8. GIS system enhancements continue.

TWIN MOUNDS 5MG TANK REHABILITATION PROGRESS UPDATE

Extensive pit filling and weld repairs continue in preparation for final interior epoxy coating. Epoxy stripe coating of intricate structural joints have required multiple coats due to the heavy corrosion and the flexing that occurred over many years resulting from the original vent being undersized. Mobilizing the robotic sandblaster for wall preparation at 8,000 square feet per hour is currently in process.

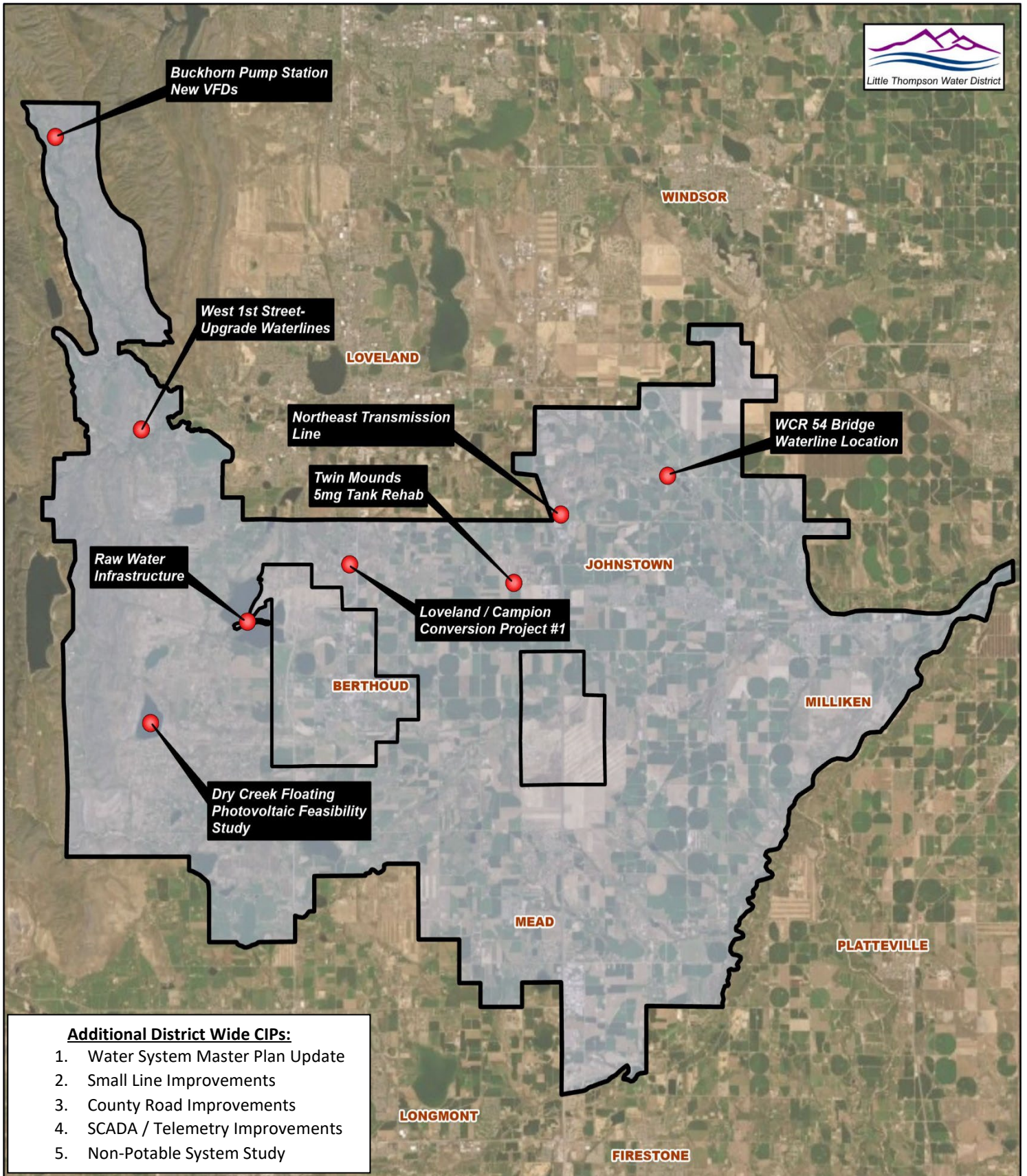


Current status of the stripe coating



Mobilizing the robotic sandblaster for wall preparation has begun.

2022 LTWD Capital Improvement Project Locations



Agenda Item Summary

Little Thompson Water District

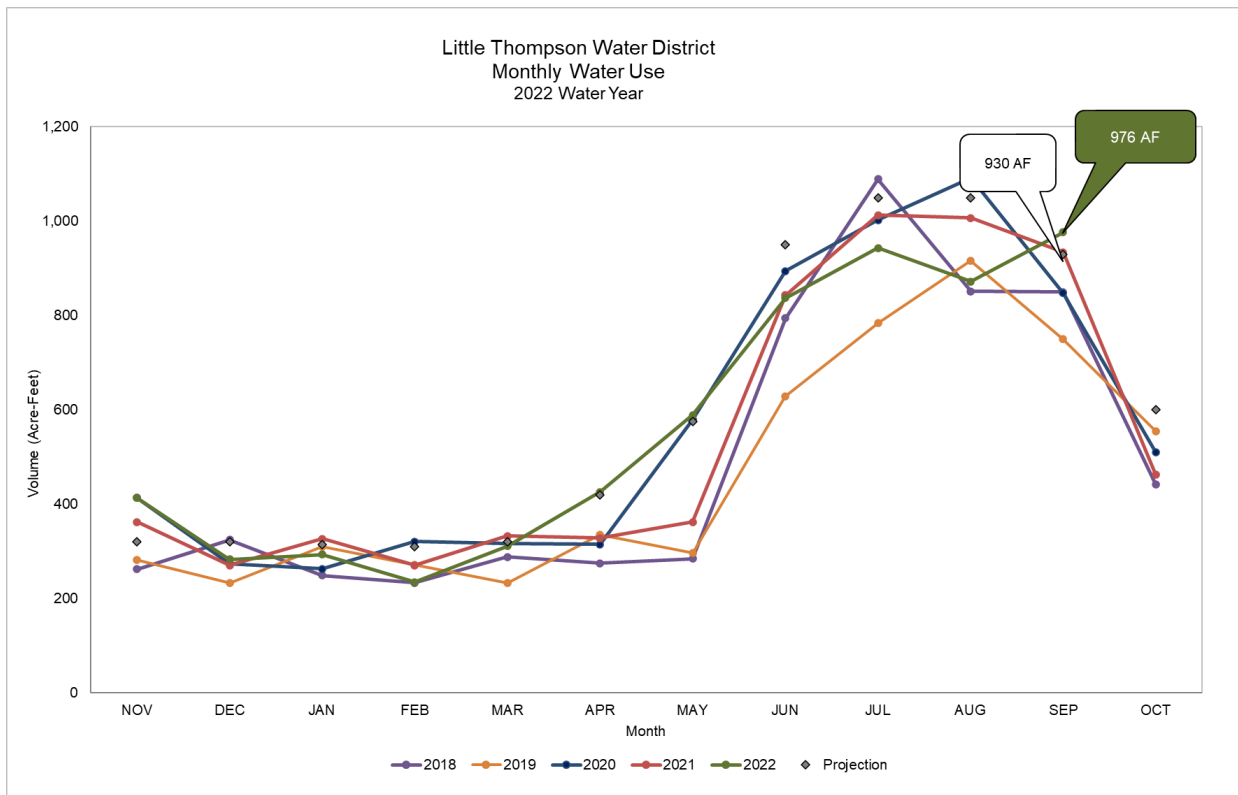
Date: October 13, 2022

Item: 7.4 Water Resources Managers Report

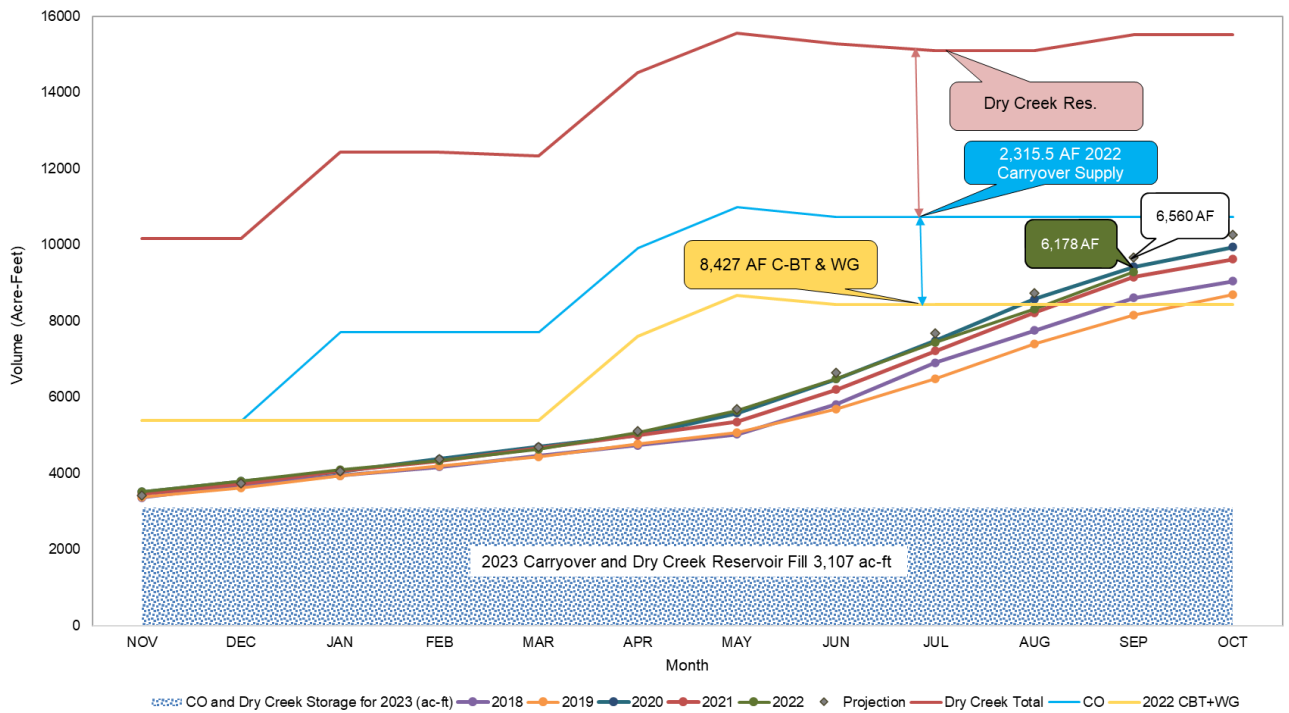
Staff: Nancy Koch, Water Resources Manager

Subject: September Water Use

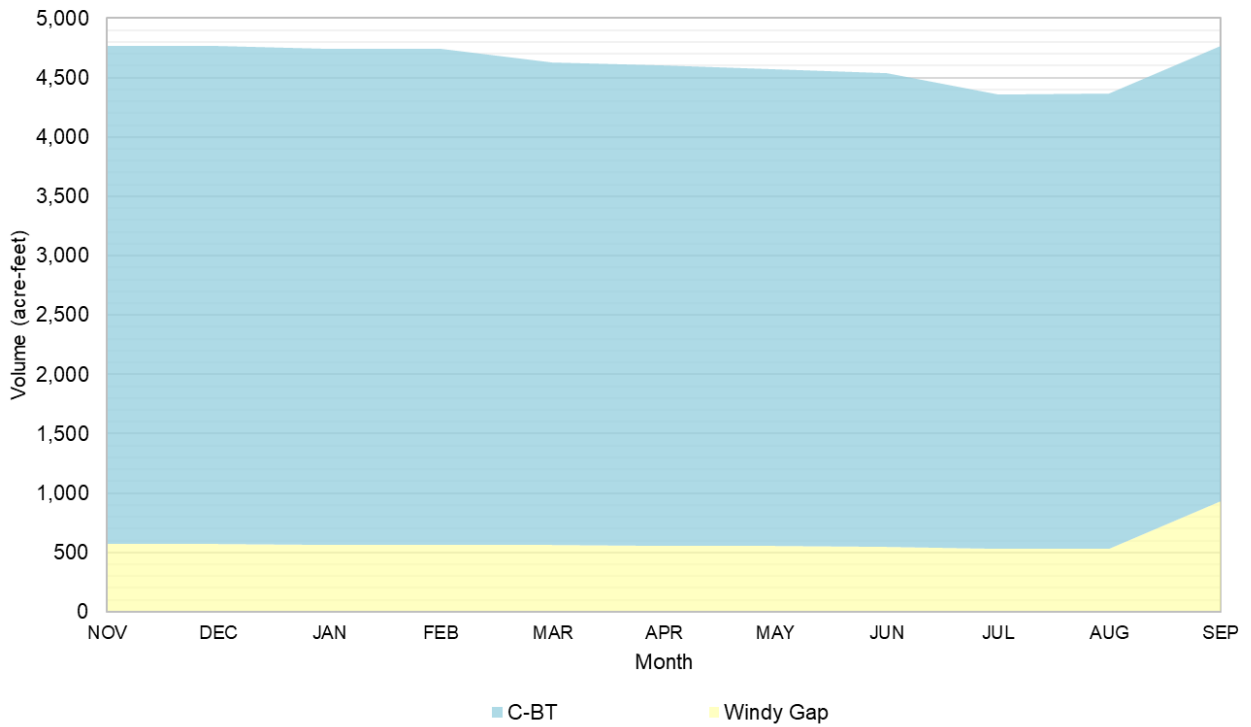
Staff Recommendation: Information Only



Little Thompson Water District
Cumulative Water Use
2022 Water Year



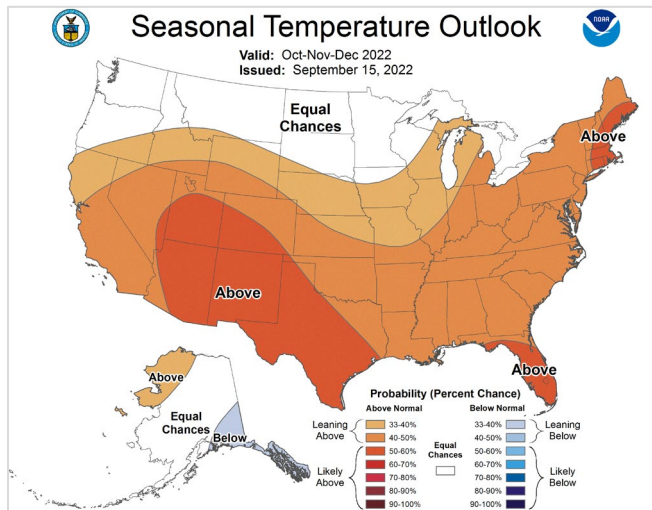
Dry Creek Reservoir Monthly Volume

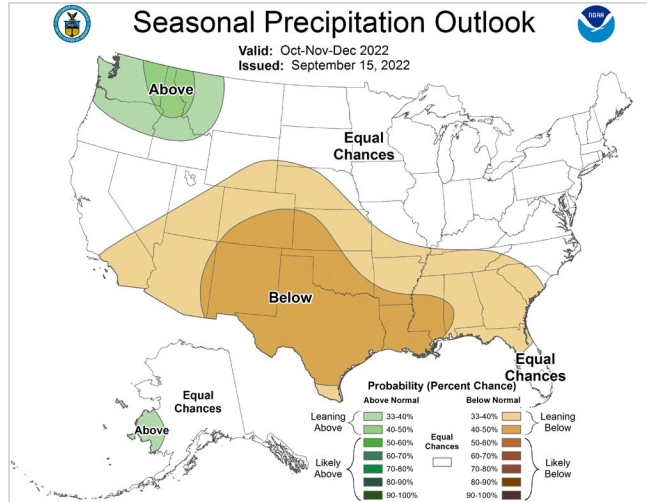


Water Court Progress Home Supply

January 2021
District Circulated Proposed Decree and Engineering Report
March 11, 2022
Opposers Comments Due
June 17, 2022
District's Comments to Objectors Complete
September 16, 2022
Deadline for Additional Objector Comments
December 16, 2022
Follow-up Status Conference

Seasonal Outlook





Agenda Item Summary

Little Thompson Water District

Date: October 3, 2022

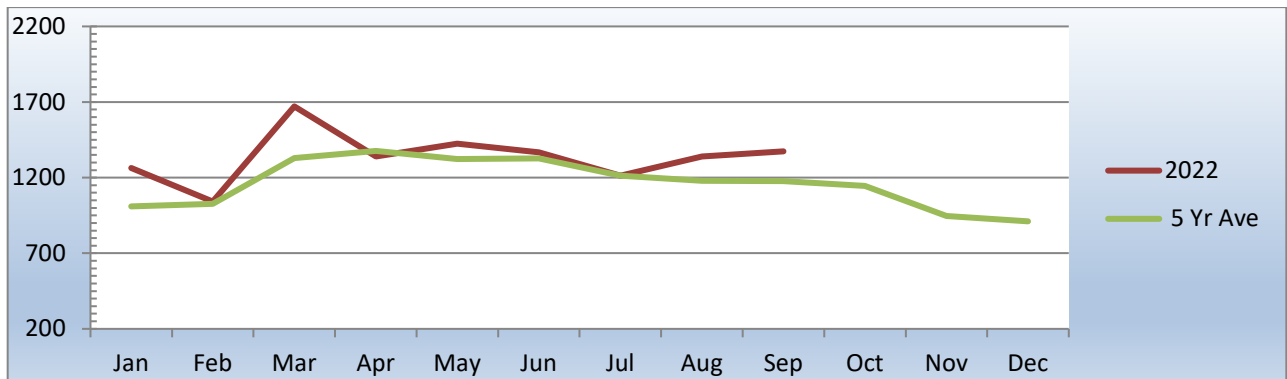
Item: 7.5

Staff: Ken Lambrecht, Operations Manager

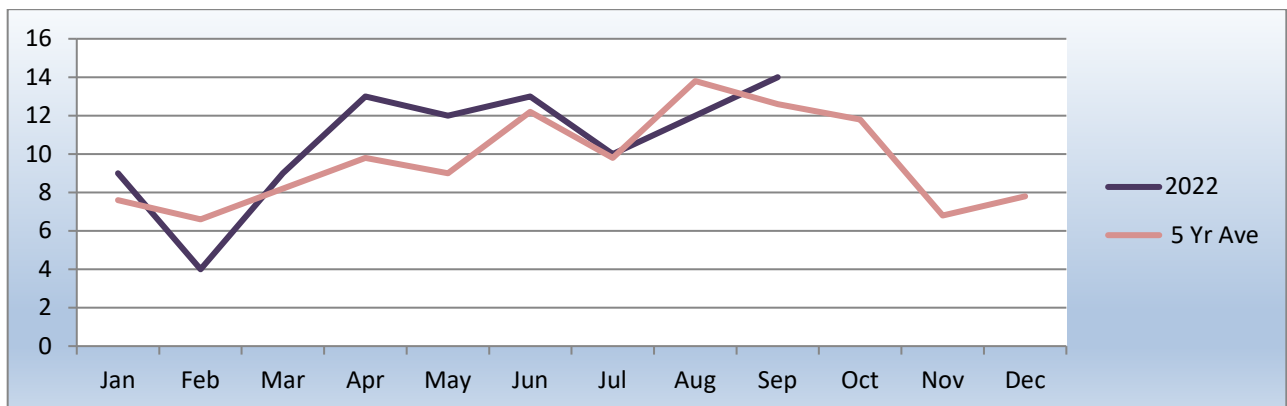
Subject: Operations and Water Quality Report
Staff Recommendation: For Informational Purposes

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.

Lead & Copper Sampling:

Next Sampling Period: July – December 2022: Typically, samples are taken in November.

Customer Taste & Odor Work Orders:

Created Date	Service Order Number	Service Address	City	Description
09/12/2022	20238	BIG OAK CT	BERTHOUD	Taste & Odor
TASTE & ODOR: Customer called & said his wife is smelling an odor in the water throughout the house. Had the same problem Nov. 2021 & customer said LTWD did some testing, found low PH. After we flushed the hydrants, the odor went away. Please check again. pH 7.8, cl 0.9 everything good. flush hydrant at end of cul-de-sac.				
09/20/2022	20276	Larimer CR 8	BERTHOUD	Taste & Odor
TASTE & ODOR: Customer says water has smelled like natural gas for two weeks, and water coming out of hydrant is yellow. Please advise customer. Met with customer. Only hot water has smell, currently flushing. Will follow up with customer.				
09/27/2022	20318	HANGIS CT	BERTHOUD	Taste & Odor
TASTE & ODOR: Customer called to say they have noticed a chlorine odor for about one month. Please check for them. Flushed at hydrant and followed up with customer, all is well again.				

Project Updates and Notes:

Beacon Meter Upgrade Project

Meter endpoint change outs are complete.

Loveland Tap Exchange Project

Work is complete.

Valve Exercising:

4873 valves have been exercised out of a total of 6,207

