

Intro to Little Thompson Water District for new Board Members

1. Summary of Little Thompson Water District (LTWD)

- A. Our water district was started in 1960 as a special district.
- B. We supply high quality drinking water to 9,800 tap holders and growing at 3.5% per year in the areas between Loveland, Berthoud, Johnstown and Firestone; including the Town of Mead where we are the sole water provider.
- C. LTWD has:
 - (1) 611 miles of pipes from 1” to 42” diameter spread over 200 square miles,
 - (2) ten water tanks with a total capacity of 18.75 million gallons,
 - (3) seven pump stations with a total capacity of 2,180 gallons per minute.
- D. LTWD jointly owns operating facilities with Central Weld County Water District (CWCWD) consisting of:
 - (1) Carter Lake Filter Plant (CLFP) consisting of two water treatment plants:
 - (a) the south plant uses sand and carbon filter beds and has a capacity of 20 million gallons per day (MGD). It was built in 1993 and expanded in 2000,
 - (b) and the north plant uses membrane filters and has a capacity of 28 MGD. It was built in 2007.
 - (c) LTWD’s share is 24 MGD of the total net capacity of 48 MGD. LTWD management has projected this will give us adequate drinking water treatment capacity until approximately 2023 at which point upgrades will be completed to provide treatment capacity until approximately 2037.
 - (2) Dry Creek Reservoir is the second joint operating facility and has a capacity of 9,617 acre-feet (AF). Dry Creek Reservoir is used to provide a level of drought protection.
- E. LTWD is also a participant in the St. Vrain Water Authority (SVWA), along with the Town of Firestone, which will treat waters near the St. Vrain River for the District to supply to future customers. Plant construction is underway with the plant expected to be in service in May 2022.

2. The Board

- A. Seven members represent every part (ward) of the district. The board is charged with setting district policy.
- B. Each board member is elected by all tap holders but represents their own ward.
- C. Each board member serves a 4-year term and is term limited to two 4-year terms.
 - (1) If a board seat becomes vacant for any reason, the remaining LTWD board members will appoint someone to fill the vacancy. The appointee serves until the next regular election. The vacancy is then filled by election for the remaining years, if any, of the original term.
 - (2) Appointments to fill a vacancy and elected 2-year terms created due to a vacancy do not count as part of the term limit of two full terms.
 - (3) Special Note: Through HB18-1039 special district elections will be moving from even years to odd years. Any special district board members elected in 2020 and 2022 will only serve 3-year terms as the next regular elections will be held

in 2023 and 2025. Term limits will apply to these 3-year terms created by the transition.

- D. The board president, vice president and treasurer are elected by the LTWD board.
- E. Three LTWD board members are elected by the LTWD board to the CLFP Board. Serving along with three CWCWD board members.
- F. One LTWD board member is elected by the LTWD board to the SVWA Board. Serving along with four members from the Town of Firestone.
- G. The president and the district manager set the agenda for the next board meeting approximately one week before the meeting date.
- H. Agenda items can be added for discussion by any board member either by consultation with the president or the district manager before or during the meeting, or by action of the board at a meeting.
- I. Any phone call or e-mail involving three or more board members constitutes an official meeting and subject to all state regulations.
- J. Any e-mail, even between two board members, discussing district matters is a public document and can be requested by anyone at any time.
- K. The district manager, in consultation with the board president, prepares the board packet. Any board member may request items be added to the packet for discussion.
- L. Come to all board meetings prepared with questions on any part of the board packet and with ideas for consideration to be adopted as LTWD policy.
- M. You may have questions about items included in the board packet. Feel free to contact the district manager, president or other board members for clarification before the meeting.
- N. Each month the treasurer samples some checks written to cover various expenses the district has incurred, as recommended by the independent cpa annual audit.

3. The Staff

- A. The staff is charged with implementing the policy set by the board.
 - (1) District Manager Amber Kauffman serves at the pleasure of the board, who also sets her salary.
 - (a) She organizes every aspect of the district with a staff of 32.
 - (2) Business Manager Angela Diekhoff reports to the district manager.
 - (a) She manages all the finances, annual budget, prepares documents for the annual audit, human resources, runs elections, oversees customer service and much more.
 - (3) District Engineer Brad Eaton reports to the district manager.
 - (a) He manages the Engineering Department, supervises capital projects, checks on state and federal regulations, determines future infrastructure needs, manages GIS and much more.
 - (4) Water Resource Engineer Nancy Koch reports to the district engineer.
 - (a) She oversees the water supply to make sure it will meet demand, manages water dedication levels, water rights and much more.
 - (5) Operations Manager Ken Lambrecht reports to the district manager.
 - (a) He manages all water lines and repairs, water quality, IT, safety, building maintenance and much more.

- (6) Recording Secretary Judy O'Malley reports to the business manager.
 - (a) She assists with board relations and board meeting minutes, manages the website and other communications, and much more.

4. Source of our water

- A. Currently all our treated water supply originates from Northern Water (Northern Colorado Water Conservancy District) via the Colorado-Big Thompson Project and Windy Gap project, both of which are managed and operated by Northern Water.
 - (1) They collect water from the Colorado River and snow melt from Lake Granby.
 - (2) This all flows through the Adams Tunnel to Lake Estes then the Big Thompson River and finally to Carter Lake, where we pick it up at our water treatment plant.
- B. We are also a participant in the Windy Gap Firming Project, which will extend surety of our Windy Gap water supplies by delivering Windy Gap water from the Colorado River into the planned Chimney Hollow Reservoir through the Colorado-Big Thompson Project. The project is currently under construction and expected to be completed in 2025 and filled in 2028.
- C. We also own some native (river) irrigation water, which we are working to convert into drinking water use. This requires a ruling from the Water Court and additional infrastructure improvements.

5. Conservation

- A. We need to stretch our WATER, our most precious commodity, as far as we can. We offer a cash rebate for tilling compost into the landscape area, and landscaping with water saving plants. We offer sprinkler audits to encourage efficient use of controllers and lawn size along with webinars and other water saving programs tied to landscaping. We continually use outreach to further these efforts to our customers.

6. Finance

- A. At the November 11, 2021 Board Meeting we adopted an operating budget of \$11.9 million for 2022.
- B. The district historically took on long term bonds to pay for the expansion of the CLFP south plant, the building of the CLFP north plant and construction of Dry Creek Reservoir. In 2020 the District also took on long term bonds to pay for CLFP pretreatment construction and other District capital projects.
- C. Due to the 2020 bond issuance Debt Service will average about \$2.3 million annually until 2027, in 2028 it will drop to \$1.3 million through 2026. Debt Service is funded partially by the base fee component of the rates. The remainder is funded by water rate revenue and non-operating revenue.
- D. We have also allocated the following funds:

(1) Future Capital Projects.....	\$	10,147,806
(2) Bond Required Reserves.....	\$	14,872,212
(3) Water Resource Fund	\$	1,670,000
(4) Cash Flow Fund	\$	1,197,268
(5) Debt Service Payment Fund	\$	584,326

- (6) Windy Gap Firming \$ 1,155,000
- (7) Land Acquisition \$ 2,000,000
- E. Current and previous boards have left LTWD in a very sound financial condition. That is the legacy to YOU and future boards.

7. Suggested Learning Sources

- A. Northern Water:
 - (1) Visit their website, read about the Colorado-Big Thompson and Windy Gap projects, visit their Conservation Gardens, take their system tours and attend their Water Users Meetings.
- B. Attend all Tri City - Tri District annual meetings.
- C. Attend the annual Special District Association (SDA) Conference and get a copy of their Board Member Handbook.
- D. Attend the annual SDA Regional Workshop.
- E. Learn from Colorado Foundation for Water Education.
- F. Listen to Colorado Water Conservation Board and their Colorado Water Plan.
- G. Take the Metro State University (MSU) Denver One World One Water (OWOW) Water Studies Certificate online courses.
- H. Take the Water Education Colorado Water Fluency Program.
- I. Take the Colorado State University Water Center's Water Literate Leaders of Northern Colorado Leadership Program

***We hope this is a good introduction to Little Thompson Water District.
Your water education has just begun.
At first it will seem you are trying to get a drink from a fire hydrant,
but persevere it will be fun.***