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, October 13, 2022. Attendance was as follows:

Board of Directors:	Staff in Attendance:
Emily McMurtrey, President, Present	Amber Kauffman, District Manager
Steven Brandenburg, Present	Angela Diekhoff, Business Manager
Larry Brandt, Present	Brad E. Eaton, District Engineer
Ryan Heiland, Present	Nancy Koch, Water Resources Manager
Ed Martens, Absent - *Excused*	Amanda Hoff, Water Resources Administrator
Bill Szmyd, Present	Judy O'Malley, Recording Secretary
James J. Walker, Present	

Other Attendees:
Cyndie Meisner, Compensation Consulting Services for Employers Council

CALL TO ORDER

Board President Emily McMurtrey called the meeting to order at 5:03 p.m. followed by the recitation of the *Pledge of Allegiance*.

ROLL CALL

It was moved by Director Bill Szmyd, seconded by Director Steve Brandenburg, to excuse the absence of Director Ed Martens. 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)(e) C.R.S. to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instruction negotiators in the matter of the Aurora Dairy Agreement. Motion carried unanimously.

There were no other changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

President McMurtrey opened the Public Comments period. Ms. McMurtrey requested Cyndie Meisner of the Employers Council introduce herself. There were no other public comments, and the Public Comments period was closed.

CONSENT AGENDA

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

- **Minutes of the September 22, 2022, Regular Board Meeting,**
- **Tap List 681,**
- **September 2022 Disbursements in the amount $979,789.22:**
  - **Operating Account: $536,191.52:**
    - **ACH Manual Check Numbers 4047 to 4098 – $236,180.67,**
    - **Check Numbers 10882 to 10922 – $300,010.85,**
  - **Payroll Account: (Three Bi-weekly payroll periods in September) for $443,597.70:**
    - **ACH Transmittal Vouchers O-2218 to O-2234 – $216,254.38,**
    - **ACH Direct Deposit Numbers N-11949 to N-12057 – $227,343.32,**
- **September 2022 Financial Report.**

Motion carried unanimously.

DISCUSSION ITEMS

Salary and Benefits Survey Results

Business Manager Angela Diekhoff and Cyndie Meisner presented the following information to the Board:

- Objectives of Compensation Project:
  - Evaluate the District's competitiveness with labor market.
  - Ensure:
    - Consistent approach to pay decisions.
    - Financial prudence/flexibility of base pay plan.
    - Alignment with mission, culture, and values.
    - Effectiveness in recruiting and retaining employees.
- Objectives of Benefit Analysis:
  - Analyze District benefits.
  - Identify any gaps in overall coverage.
  - Determine competitiveness with external marketplace.
  - Provide feedback and recommendations.

Ms. Meisner reviewed the details of the market surveys. There were questions and discussions from the Board throughout the presentation. In general, the District meets or exceeds the market in compensation and benefits.

President McMurtrey called for a break at 5:50 p.m. The meeting resumed at 5:55 p.m.

Carter Lake Filter Plant (CLFP):

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

- Pretreatment:
  - Josh Cook, P.E. of NoCo Engineering is working on developing a Request for Proposal (RFP) for a Dissolved Air Flotation (DAF) vendor. The intent is to gather three or so proposals in order to order equipment early and properly size the DAF facilities.
- There was a spill at the new sludge drying bed.
  - A CLFP neighbor noticed the spill and thought it was an oil spill.
  - Josh Cook, P.E. determined the proper agency to report the spill to and everything was taken care of within 24 hours.

Discussion followed as to how CLFP Staff handle public communications.

- Retention and Retirement Policies:
  - The CLFP Board decided to increase the Retention Bonus to $250 for every year of service payable at five year anniversaries.
  - The CLFP Board decided to continue to follow the 70 year rule (number of years employed plus the employee's age must equal 70), and the employee will receive a bonus of 4% of their final salary times the number of years worked.
- The CLFP Budget for 2023 was reviewed.
  - Costs will be increasing to $0.22 per 1,000 gallons and $108,000 per month for the following:
    - One additional position.
    - The transition of CLFP Plant Superintendent Darrell Larson to Project Manager.
    - Increased chemical costs.
    - Increased employee costs.
  - Additional expenses for capital include the following:
    - Design for plant expansion.
    - New vehicles and equipment.
    - New valves.
    - Filter rehabilitation.
    - Road improvements around the plant.

- General Plant Info:
  - ❖ The plant engaged Karla Kinser with Kinser Membrane Solutions to assist with the troubleshooting of their issues at the North Plant.
  - ❖ 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 chlorine dose.
    - The valves are included in the capital budget for next year.
- Filter 23:
  - ❖ A preliminary settlement had been reached regarding for the errors made during the original maintenance.

St. Vrain Water Authority (SVWA):

District Manager Kauffman presented the following information to the Board:

- The SVWA Board did not adopt the 2023 budget.
  - ❖ Ms. Kauffman was concerned with a $5,000 contribution from the District listed on the SVWA budget that is not tied to operations.
    - The District is responsible for paying one-sixth of the administration costs.
    - The District does not have water capacity in the SVWA plant yet, therefor SVWA pays all of the water production costs.
    - Water must be run through the plant to keep the membranes wet to keep the plant operational.
  - ❖ SVWA Staff are determining if they need to amend the 2023 budget.
- The electrical subcontractor walked off the job due to a contract dispute with the general contractor.
  - ❖ The general contractor is in negotiations with another electrical subcontractor and expects the new company to be in place within three weeks.
  - ❖ The opening date for the plant is now expected to be in January 2023.

Windy Gap Firming Project (WGFP):

District Manager Kauffman presented the following information to the Board:

- General:
  - ❖ Water Resources Administrator Amanda Hoff and Ms. Kauffman attended the first Assessment Subcommittee for the Windy Gap Participants group.
    - Of interest was Northern Colorado Water Conservancy District's (Northern's) budgeting process as it affects the District's budgeting process substantially.
    - Northern has not traditionally done a five year capital outlay or any specific rate modeling to generate stability in funds.
    - Additionally, Northern's 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 progressed 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 of 2023.
  - ❖ 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 Natural Resources Conservation Service (NRCS) approval for funding.

- Chimney Hollow:
  - ❖ 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 nine 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.
- 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.
    - 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 the plan is in place, the implementation of that plan can begin.
  - ❖ There are three 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.

Action Item: Motion to Approve: Resolutions 2022-27 Inclusions:
President McMurtrey opened the Public Hearing. There were no public comments, and the Public Hearing was closed.

It was moved by Director Brandenburg, seconded by Director Heiland, to adopt Resolution 2022-27 Inclusions (Boone, Sprague). Director Szmyd abstained from the vote. Motion carried by five aye votes.

2023 Election Update:
Administrative Assistant Judy O'Malley presented the following information to the Board: In preparation of the 2023 Special District Election Year Ms. O'Malley reviewed Colorado Special District election laws. Following are the main points brought to the Board for review:

- Districts should make sure voters are educated about the district election.

- ❖ Staff would like to continue sending 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.
- What candidate information the District is allowed to provide to voters and the best way to present the information.
- Whether shared polling places with other districts were of value.
- Training of election judges.

Following discussion, it was decided to announce the election on the website and in the newspaper as required by law. Additional details are to be discussed as the time of the election nears.

FAMLI Program:

Business Manager Diekhoff presented the following information to the Board:

- 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.
  - ❖ The employee files the claim through the state website; and the state will approve or deny claims.
  - ❖ The 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.
  - ❖ The private sector is forced to participate unless they have a program that is comparable.
  - ❖ Local Government can opt in or out by Board vote.
  - ❖ The District offers a self-funded medical leave benefit to employees.

Following discussion, i**t was moved by Director Szmyd, seconded by Director Jim Walker, to adopt Resolution 2022-28 Opting-out of the FAMLI Program. Motion passed unanimously.**

Retirement and Retention Programs:

District Manager Kauffman and Business Manager Diekhoff presented the following information to the Board:

- Staff reviewed the existing retirement and retention programs and their impact on the budget as well as to employees in conveying a “Thank you for your years of service” message.
- Retention Program Purpose:
  - ❖ To make sure the longevity of employment is shown as a value at the District.
- Retention Program History:
  - ❖ The District has been giving employees $20 for every year of employment on five year increment anniversary dates.
- Retention Program Proposal:
  - ❖ To increase the annual amount to $250 per year of service on the same anniversary schedule.
- Retirement Bonus Purpose:
  - ❖ To show appreciation in a consistent manner for the long-time employees at the District who chose to retire.
- Retirement Bonus History:
  - ❖ Until 2021 there was no consistency in retirement bonuses and sometimes, they appeared to be based on favoritism

- Retirement Bonus Current Policy:
  - ❖ To receive the bonus an employee needed to meet the 70 rule (years of service plus age must equal 70).
  - ❖ If the 70 rule was met, the employee would get 2% of their final salary multiplied by their number of years at the District.
- Consideration for Retirement Bonus Change:
  - ❖ CLFP changed their policy to 4% of final salary while maintaining the 70-year rule, while Central Weld County Water District (CWCWD) uses 5% of final salary with the 70-year rule.
  - ❖ District and CWCWD Board Members who are on the CLFP Board thought both districts and CLFP should try to have similar policies.

Following discussion, the Board decided to hold the District Retirement Bonus at 2% of the employee's final salary multiplied by the number of years at the District.

Following further discussion, i**t was moved by Director Brandenburg, seconded by Director Heiland, to approve the increase of the Retention Bonus from $20 per years of service to $250 per years of service, payable on five year increment anniversary dates retroactive to January 1, 2022. Motion passed by five aye votes and one nay vote.**

President McMurtrey called for a break at 7:57 p.m. The meeting resumed at 8:07 p.m.

2023 Proposed Budget:

Business Manager Diekhoff presented the Proposed 2023 Budget to the Board for discussion and input. No official action was requested at the meeting.

With the input from the Board at the August Board meeting and review of capital projects at the September meeting, the 2023 recommended budget was 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 Tier IV from $4.56 to $9.00 per 1,000 gallons 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 Consumer Pricing Index (CPI) 8.6% based within the guidelines of each entity's Intergovernmental Agreement (IGA),
- Bulk water sales estimated based on historical data,
- Sale of 225 taps (five standard and 220 urban), 28 Cash in Lieu (seven Standard and 21 Urban),
- Wage increases based on 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,
  - ❖ The 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 completed by Employers Council,
  - ❖ Increase in the 401A employer contribution from 5% to 7% to keep the District 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 five 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 Reservoir water pumping,

    - ❖ Assessments increases for Northern programs and for Windy Gap water 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.

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 recommended rate increases,
- 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.

The following additional items were discussed:

- The estimated number of Tap Sales.
- Should rate increases continue to be based on CPI as directed by the Board for the past three or four years.
- Adding the cost of District and CLFP retirement bonuses into the District reserves.
- Northern's water assessments increased substantially.
- Finding a way to make EyeOnWater (EOW) dates match billing dates so customers can better use EOW to manage their water use and remain in the lower tier rates.
- Using education versus increasing rates for upper tiers to get customers to cut their water usage.
    - ❖ How to quantify changes in water use based on education versus rate increases.
- Increase the Base Rate and Tier I by 5%, increase all other Tiers by 9%.

Additional discussion followed regarding increasing the District's contribution to employees' 401Ks by another 2%, i**t was moved by President McMurtrey, seconded by Director Heiland, to approve the increase of the District's contribution to employees' 401K plans from 5% to 7%. Motion failed by three aye votes and three nay votes.**

Aurora Organic Dairy (AOD) Agreement:

District Manager Kauffman advised the Board that a draft agreement with AOD addressing water dedication was sent to the Board in a separate communication, along with concerns AOD had. The response of the Board from the September board meeting was sent to AOD and the dairy responded. AOD's response and concerns will be addressed in executive session along with any of the Board's concerns/questions.

STAFF REPORTS

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

- Dry Creek Reservoir Inspection:
    - ❖ The Dam Safety engineer for the District's area, John Batka, came to do the annual reservoir inspection on October 5.

- District, CWCWD, and CLFP staff were all present.
  - The District and CWCWD group operated the cone valves to ensure operation in case of emergency conditions.
- A group of staff from the District 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 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 CLFP Manager Rick Whittet on the proposals.
    - Ms. Kauffman hoped to have something in front of the CLFP and District boards next month.
- Regional Water Leaders Strat-Op Update:
  - Ms. Kauffman attended the water leaders strat-op meeting on September 23.
  - The 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.
  - The group requested Ms. Kauffman represent the water providers in the room that were not associated with the cities or town represented by the elected officials at a meeting to be held on October 6 at the Rialto Theater.
  - 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 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's Fall Symposium is scheduled for November 15, 2022, from 9:00 a.m. to 3:00 p.m.
  - Ms. Kauffman requested the Board Members add the date to their calendars if they are interested in attending.
- Topics for November and December Meetings:
  - Final Budget for 2023.
  - Employee appreciation bonuses.
    - Director Brandenburg suggested the Staff distribute employee bonuses earlier in the year than in past years.
    - Ms. Diekhoff suggested giving the bonuses before Thanksgiving.

It was moved by Director Brandenburg, seconded by Director Szmyd, to approve a $2,000 Appreciate Bonus to be paid to each employee in November. Motion passed unanimously.

  - 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 2021 Ms. Kauffman presented the following District goals that cover the five 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.
        - The office received lots of calls regarding the “Action Level Low – Yellow” designation for water use.
        - The District had 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 on easement acquisition for raw water infrastructure.
    - Handy Ditch Company Change Case – Submit change case.
        - Expected by the end of the year barring any unexpected issues.
    - Second Use – Opportunities with the Town of Firestone (Firestone) for implementation at SVWA.
        - 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 Interstate-25 (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:
    - The Town of Johnstown (Johnstown) – Complete an updated IGA.
        - Renewed existing IGA until March due to staffing issues at Johnstown.
    - Berthoud – Update IGA and solidify opportunities for Request for Opportunities (RFOs) agreements.
        - Meeting monthly with Berthoud for more coordination/communication.
    - Obtain an agreement with AOD for Water Dedication.
        - In progress - AOD has rented 40 acre-feet (ac-ft) of Colorado-Big Thompson (C-BT) water and assigned it to the District from Cemex.
        - District Board comments sent to AOD on September 27.
    - Renew/Redo current agreement with Brookfield Residential.
        - 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 EOW 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 was presented at the October 13, 2022, Board Meeting.

- ◊ Successful elections.
  - ➢ Goal Met.
- ◊ Making website Americans with Disabilities Act (ADA) compliant.
  - ➢ Goal Met.

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

- Office Update:
  - ❖ Longtime employee, Kathleen Blair, of the District's Accounts Payable (AP) department, will be retiring at the end of November.
    - ▪ Ms. Blair's replacement, Prudence Webb, was hired on October 3, 2022.
    - ▪ Ms. Blair and Ms. Webb will have two months for training.
  - ❖ Valrie Mansfield was hired to fill one of the two open Customer Service Representative (CSR) positions on September 17, 2022.
    - ▪ CSR Sarah Holderfield has been training Ms. Mansfield.
  - ❖ EOW:
    - ▪ There was a total of 1,388 of the 1,158 goal for new users.

Director Brandt asked if the Board would be able to meet the administrative staff. Ms. Diekhoff noted that she will advise the staff the Board would like to meet them, and that it will be easier in 2023 since the Board Meetings will start at 4:00 p.m.

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

- There were 3 Tap Commitment Requests in September. Year-to-date total was 5,006.
- Capital Projects:
  - ❖ The entire West 1st Street project was almost complete, the contractor needs to complete a few punch list items.
    - ▪ The entire project was expected to be completed by the end of October.
  - ❖ A land agent was being engaged to assist with acquiring easements for the Northeast Transmission Line.
  - ❖ The Twin Mounds project continued to progress.
    - ▪ Interior corrosion mitigation continued.
    - ▪ Interior painting will be the next focus.
    - ▪ Completion of the interior was expected by the end of October.
  - ❖ The Loveland/Campion Conversion Project design was expected to be completed in 2022, with construction to begin in 2023 and complete in 2024.
  - ❖ Supervisory Control and Data Acquisition (SCADA):
    - ▪ The Dry Creek Reservoir water level and water quality equipment was installed and commissioned.
    - ▪ A second use flow monitoring system at the Lakeside Canyon development in Mead had been installed and commission would begin soon.
- Development Projects:
  - ❖ The Town of Mead (Mead) advised Staff that there had been a slowdown of new permit requests.
    - ▪ The St. Acacius (also known as Lakeside Canyon) development was no longer building spec houses.
  - ❖ Due to a lag in the review and inspection process, Staff were still extremely busy but expect to slow down.
- Other Engineering & GIS Activities:
  - ❖ Heavy workload continued for field inspections and construction.
  - ❖ The Home Depot Distribution Center water system infrastructure continued to require significant Staff time.
  - ❖ West I-25 24" Transmission Line final negotiations continued and were approximately 79% complete.
  - ❖ The 2023 engineering operational budget was being developed.
  - ❖ The Larimer County Road (LCR) 8 and LCR 21 infrastructure modifications design were in progress.

- ❖ 3rd and Welker Waterline Replacement design was in progress.
- ❖ Staff continued to be engaged in various CDOT activities near District infrastructure along I-25.
- ❖ Geographic Information System (GIS) enhancements continued.

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

- September water use had been close to projections.
  - ❖ Ms. Koch explained that due to the complicated system sometimes estimates are off but will correct themselves as data is received.
- Cumulative water use was close to the projected amount for the 2021-2022 water year.
  - ❖ The 2023 carryover and the Dry Creek Reservoir fill was at 3,107 ac-ft.
  - ❖ Staff advised they expect to have enough water to meet the 2021-2022 water year demands.
  - ❖ The Windy Gap 2021-2022 water year ended in September, and the District was able to fill it's Windy Gap water delivery.
- Water Court:
  - ❖ Staff were working on second round Objector Comments and a follow-up Status Conference was scheduled for December 16, 2022.
- 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: in the absence of Operations Manager Ken Lambrecht, District Manager Kauffman reported on the following:

- Locates and leak repairs were a little higher in September.
- 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 scheduled for November 2022.
- Crew Leader Valve Exerciser Alan Cordova had exercised 4,873 out of a total of 6,207 valves.

Director Szmyd mentioned that he receives questions from constituents regarding per- and polyfluoroalkyl substances (PFAS). Mr. Szmyd questioned Ms. Kauffman if the District tests for these chemicals. Discussion followed regarding the upcoming Environmental Protection Agency (EPA) testing rules. Mr. Szmyd also asked if the District posts water test results and Ms. Kauffman noted that the Consumer Confidence Reports (CCRs) are posted to the website.

Director Brandenburg questioned if the District has lead pipes. Ms. Kauffman replied that the District does not but a new EPA rule requires the District to inventory all materials used for all customer service lines.

DIRECTOR REPORTS

Director Brandenburg noted that the Fort Meyers Beach, Florida marina where he had docked his boat for six months had been condemned after Hurricane Ian. He had sold his boat before the hurricane had hit and the boat was now located somewhere in the Chesapeake Bay.

Director Brandt noted that he has family in Florida and luckily, they only experienced high winds.

President McMurtrey noted that she had a roadkill. Her insurance declared her vehicle totaled, but she received a fresh deer.

President McMurtrey called for a break at 9:53 p.m.

The Board went into Executive Session, with District Manager Kauffman, at 10:00 p.m. The Board returned from Executive Session at 10:23 p.m.

It was moved by Director Szmyd, seconded by Director Heiland, to Adjourn the meeting at 10:24 p.m.

Respectfully submitted,

Amber Kauffman

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