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, July 17, 2025. Attendance was as follows:

Board of Directors:	Staff in Attendance:
Emily McMurtrey, President, Present	Amber Kauffman, District Manager
Larry Brandt, Present	Angela Diekhoff, Business Manager
Ryan Heiland, Absent - *Excused*	Brad Eaton, District Engineer
Ed Martens, Absent - *Excused*	Amanda Hoff, Water Resources Manager
Bill Szmyd, Present	Reese Saxton, Operations Manager
James J. Walker, Present	Kammy K. Tinney, Business Project Manager
	Judy O'Malley, Recording Secretary

Other Attendees:
Eric Miller, CPA; The Adams Group, LLC – *via Conference Call*
Allison Ulmer; Collins, Cole, Winn and Ulmer, PLLC – District Legal Counsel
Brent Garlow, Nicole and Jeff Newsom, Ashley and Antony Smelianski - Customers

CALL TO ORDER
The recitation of the *Pledge of Allegiance* occurred, followed by President Emily McMurtrey calling the meeting to order at 5:00 p.m.

ROLL CALL
Roll call was taken. Director Steven Brandenburg resigned from the Board effective July 7, 2025.

It was moved by Director Bill Szmyd, seconded by Director Larry Brandt, to excuse the absence of Directors Ryan Heiland and Ed Martens. Motion carried unanimously.

All other Directors were present resulting in a quorum of four of seven members in attendance.

AGENDA REVIEW
There were no changes to the agenda.

PUBLIC COMMENTS ON NON-AGENDA ITEMS
President McMurtrey asked the attendees to introduce themselves, then opened the Public Comments period at 5:02 p.m. for non-agenda comments. There being no non-agenda comments, the Public Comments period was closed at 5:03 p.m.

CONSENT AGENDA

It was moved by Director Szmyd, seconded by President McMurtrey, to approve the Consent Agenda, with a correction to the last item in the Business Manager's Report, page 7, of the June 19, 2025, Regular Board Meeting Minutes from "Director Brandt noted..." to "Director Martens noted that he had water damage from a leak and that his insurance agency is disputing the length of time the leak occurred. Mr. Martens advised the company that he had proof of the timeline from Eye-On-Water (EOW) but was surprised the insurance company had never heard of the program.", including:

- **Minutes of the June 19, 2025, Regular Board Meeting;**
- **Tap List 714;**
- **June 2025 Disbursements in the amount of $1,405,392.51**
  - ❖ **Operating Account: $993,490.10**
    - ▪ **ACH Manual Check Numbers 6447 to 6518 - $725,213.54**
    - ▪ **Manual Check Numbers 12436 to 12471 - $268,276.56**
  - ❖ **Payroll Account: $411,902.41 (Two bi-weekly payroll periods paid in June)**
    - ▪ **ACH Transmittal Vouchers 2648 to 2668 - $241,246.18**
    - ▪ **ACH Direct Deposit Numbers 14696 to 14774 - $170,656.23**
- **June 2025 Financial Report:**

The motion carried unanimously.

DISCUSSION ITEMS

Tap Size Variance Request:

District Engineer Brad Eaton provided the following information to the Board:

Jeffrey and Nicole Newsom are the owners of a fifteen-acre property and are building a primary residence plus a 2,400 square foot (sq-ft) accessory dwelling unit (ADU). The property is currently served by a 5/8-inch Standard Residential tap which will serve the primary residence. They have requested an additional 5/8-inch Standard Residential tap to serve the accessory dwelling unit in place of an Estate Tap that would otherwise be required for a property over 17,000 sq-ft, as described in Section 3 of LTWD's Rules and Regulations: 302.1 Residential, Subsection D.

- Staff recommends approval of this request with the following conditions:
  - ❖ Approval of a second Standard Residential Tap is limited to domestic service to the ADU only.
  - ❖ A commitment letter was issued on June 23, 2025, contingent on District Board approval of this variance request. If approved, strict adherence to the terms and conditions outlined in the commitment letter must be followed.
  - ❖ The tap holder will be required to execute a Domestic Water Agreement (DWA) with LTWD that outlines the annual water allotment of a Standard Tap which is 0.70 acre-feet (ac-ft) per year. If persistent overuse occurs in the future beyond the annual allotment, an upgrade to a tap with a larger allocation may be required.

The Board listened to additional information regarding the request from Mrs. Newson.

It was moved by Director Szmyd, seconded by Director Brandt, to approve the variance with the conditions stated. The motion carried unanimously.

2024 Audit Presentation:
Business Manager Angela Diekhoff introduced Eric Miller, CPA, with The Adams Group, LLC. Mr. Miller presented the results of the 2024 audit to the Board. The following items were reviewed:

- Required government communications.
- New requirements related to compensated absences that did not have any material impact on LTWD.
- Depreciated expenses are considered to be an estimated value in the financial world in case something were to happen to a large asset.
- No difficulties with staff during the audit and no disagreements with management.
  - ❖ There were two items considered corrected or uncorrected misstatements meaning that if something falls within a certain amount the auditors adjust it and make a note of it. This is considered an uncorrected misstatement.
- Mr. Miller reported that an unmodified, clean opinion was issued and stated that it is a credit to LTWD as an organization.
- Financial Highlights for 2024 compared to 2023 included:
  - ❖ Total operating revenues and expenses increased from 2023 to 2024, likely due to increased water usage due to growth of LTWD and its operations.
  - ❖ Total non-operating revenues and capital contributions were increased as a direct result of an increase in capital contributions related to water rights and the LTWD's distribution system capital assets.
    - ▪ Director Szmyd asked for clarification. District Engineer Eaton and Ms. Diekhoff noted that infrastructure improvements and water dedications to LTWD from developers and tap holders become capital assets of the district.
  - ❖ Long-term bonds require certain debt covenants, and LTWD met all of those covenants.
  - ❖ At the end of 2024 LTWD underspent its budget by approximately $3 million (M).
    - ▪ Mr. Szmyd queried what are some of the items that bond companies would look at to consider the issuance of additional bond funding for LTWD. Mr. Miller advised that consideration would include factors such as LTWD's ability to repay the bond from operating revenue versus expenses and the history of payments made on previous bonds.

It was moved by Director Szmyd, seconded by President McMurtrey, to accept the 2024 Audit as submitted to the Board, and authorized filing of the final audit with the Office of the State Auditor. Motion carried unanimously.

Ward 5 Director Vacancy:

District Manager Amber Kauffman presented the following information:

- Ms. Kauffman noted the qualities and benefits Director Brandenburg had brought to the Board.
- With the resignation of Mr. Brandenburg, the Board will need to appoint a new director. Ms. Kauffman suggested taking a month or so to see if any qualified candidate recommendations are made. If no candidate develops, Staff would like to send out postcard notifications to the ward. President McMurtrey noted that Mr. Brent Garlow was in attendance to audit a board meeting to gauge his interest in applying for the position. Ms. McMurtrey and Director Szmyd stated they would like to send out the postcards for objectivity. The Board agreed, and Ms. McMurtrey requested that two directors volunteer to interview applicants. Directors Szmyd and Walker agreed to be on the interview sub-committee.
- Additionally, a new LTWD Board member will need to be appointed to sit on the Carter Lake Filter Plant (CLFP) Board.
  - Mr. Szmyd nominated Director Martens. Mr. Martens had verbally acknowledged his interest prior to the meeting.
  - Mr. Walker nominated President McMurtrey. Ms. McMurtrey accepted the nomination. Mr. Szmyd seconded the nomination.
  - Mr. Szmyd withdrew his nomination of Mr. Martens.

It was moved by Director Walker, seconded by Director Szmyd, to appoint President McMurtrey to the CLFP Board. The motion carried unanimously.

At 5:38 p.m., District Manager Kauffman paused the meeting to introduce Allison Ulmer, LTWD's General Counsel. The meeting resumed at 5:40 p.m.

Fluoride:

Business Project Manager Kammy Tinney provided the following information to the Board:

- Ms. Tinney provided links to documents supporting her research on pros and cons of the subject.
  - Cons:
    - Too much fluoride can cause a cosmetic condition called Fluorosis which causes "striping" of the teeth.
    - Handling fluoride in concentrated amounts used in water treatment requires the use of hazardous material protocols.
    - Community members on low and fixed incomes are often disproportionately impacted without fluoridated water due to the high cost of dental care.
  - Pros:
    - Community Water Fluoridation is practiced in 75 percent of all communities in the nation.

    - Eighty-years of evidence show that fluoridated water protects teeth without posing risks to health.
    - Many studies supporting arguments against fluoridated water were conducted in countries where the fluoride levels far exceed the amount recommended by the Centers for Disease Control (CDC).
    - While some communities and entire states have opted to discontinue fluoridation, in 2021 the city of Calgary, Canada voted to resume water fluoridation citing concern about deteriorating dental health after the practice had stopped in 2011.
- Director Szmyd questioned what organization suggests that 0.7 milligrams per liter (mg/l) of fluoride be added to the water. Ms. Tinney advised that it is the Centers for Disease Control (CDC) and that the Colorado Department of Public Health and Environment (CDPHE) concurs with that recommendation.
  - ❖ Mr. Szmyd asked about studies showing any benefits of adding different amounts of fluoride to the water. Ms. Tinney offered to search for a study.
- The LTWD Board members in attendance would like to advise CLFP to continue adding fluoride to the water.

CLFP:

District Manager Kauffman provided a summary of the meeting:

- Pretreatment
  - ❖ Plant staff and NoCo Engineering were working with vendors to make a few equipment selections. Additionally, some value engineering and correction of contractor assumptions may result in significant savings for the project. After these items are worked out, CLFP and Rice Lakes West will complete the contracting for the pretreatment project.
  - ❖ Northern Colorado Water Conservancy District (Northern) has engaged Dewberry for a new turnout on the St. Vrain Canal for the Dissolved Air Flotation (DAF) project as well as some modifications that Northern would like. The approximate cost of $138,700 to complete the engineering study for the turnout will be split 50 - 50 between Northern and CLFP. Anticipated construction of the turnout would be completed either in March of 2027 or March of 2028.
- Dry Creek Reservoir - Due to organic levels in the reservoir, CLFP continues to use 0.6 million gallons per day (M-G-D) or about 2 percent of the total flow.
- CLFP Manager Rick Whittet and CLFP Plant Superintendent Bryan Beberniss, Central Weld County Water District (CWCWD) Manager Stan Linker, LTWD Water Resources Manager Amanda Hoff, and Ms. Kauffman attended the Northern Water meeting for Windy Gap participants to hear more about uranium levels and to understand how it may impact CLFP. If uranium concentrations were high, there may be potential for increased costs for biosolids disposal. Tests for Radium 226, Radium 228, Uranium and Nitrate were taken to help CLFP know what background levels were, but results were not available prior to the July meeting.

    - ❖ Ms. Hoff added she had attended the Chimney Hollow tour on July 16, and that information regarding uranium was being discussed openly.
- Aluminum-based coagulants will be increasing in price due to the new tariffs. Costs are expected to be higher at the north plant, but the total increase will be in the range of $30,000.

St. Vrain Water Authority (SVWA):
District Manager Kauffman provided the following information:
- Officer elections were held with all officers retaining their positions.
    - ❖ Julie Pasillas – President
    - ❖ James Walker - Vice President
    - ❖ Sean Doherty – Treasurer
    - ❖ Dave Lindsay - Secretary
- There were no financial statements for review.
- Water production had increased to 120 thousand gallons per day (K G-P-D).
    - ❖ The original production of 60 K G-P-D was to keep the membranes wet. Ms. Kauffman asked the SVWA attorney if the SVWA board needed to do anything since SVWA does not have operation of the plant at this time.
- SVWA is very close to receiving a Certificate of Occupation (CO).
    - ❖ The chlorine sensor was fixed, SVWA was trying to schedule the fire department for an inspection, and had the calcite refilled.

Public Hearing: Action Item: Motion to Approve Resolution 2025-09 Larimer County Inclusions:
The Public Hearing had been properly publicized. No written objections were received. President McMurtrey opened the Public Hearing at 5:56 p.m. No public was present, and the Public Hearing was closed at 5:57 p.m.

It was moved by Director Szmyd, seconded by Director Brandt, to adopt Resolution 2025-09 Inclusions (Griffin/Maniscalco, Teeter, Victor, Walters). The motion carried unanimously.

STAFF REPORTS

District Manager's Report**:** District Manager Kauffman presented the following information to the Board:
- The Town of Firestone (Firestone)
    - ❖ Ms. Kauffman met with Firestone Town Manager AJ Krieger on July 14. They continue working with their respective attorneys along with the SVWA attorney.
- The Town of Johnstown (Johnstown):
    - ❖ Ms. Kauffman met with Johnstown Town Manager Matt LeCerf on July 15 regarding service areas and water supplies.

    - ❖ Johnstown is also interested in being part of the regional water authority.
- Town of Mead (Mead) Visit:
    - ❖ Ms. Kauffman had lunch with Mead Town Manager Helen Migchelbrink on July 3. Discussion included issues that have impacted relations with the two entities and things happening in the two entities.
    - ❖ Mead hosts a development review committee meeting every other week at their offices. As a part of finding ways to improve relationships, LTWD hosted one of these meetings on July 10. LTWD provided morning snacks and lunch for the group. The group dedicated time to discuss the typical development projects, general trends that the building inspector is seeing statewide, and ways for LTWD and Mead to integrate their processes with permits and signatures on construction plans and plats.
- Regional Water Authority
    - ❖ Ms. Kauffman attended a meeting for the regional water authority on June 26. The attendees included representatives from the following organizations: CWCWD, City of Dacono (Dacono), City of Evans (Evans), Town of Frederick (Frederick), Johnstown, Left Hand Water District (LHWD), Town of Milliken (Milliken), and LTWD. Discussion was had regarding water supplies / quality, the size of the parcel and space for different treatment options, the logo for the authority, engineers and attorneys to contact to get proposals for engineering and legal services, and reimbursement agreements for the contracts with those consultants.
- Chimney Hollow and Uranium
    - ❖ CLFP Manager Whittet, CLFP Superintendent Beberniss and Ms. Kauffman attended the Windy Gap Participant's special meeting that included a discussion on uranium and the test results completed in the site and for stormwater discharge reporting. Additional concern from water treatment plant operators was discussed. Potential options for filling Chimney Hollow were presented and discussed with participants centered around risk mitigation of the uranium.
- Upcoming Work Session and planned topics (subject to change):
    - ❖ August 4 - Presentation of the Long Range Capital Project Outlay.

Director Szmyd noted that he was pleased to see Ms. Kauffman so engaged with so many entities that have interactions with LTWD.

Business Manager's Report: Business Manager Diekhoff presented the following information to the Board:

- The 2024 audit is complete, and Staff are preparing for the 2026 budget. Following is the schedule for future Board Meetings:
    - ❖ August - Budget objectives.
    - ❖ September - Budget Review of Proposed Capital Projects, and Non-Operating Expenses.
    - ❖ October - Full Budget Review.
    - ❖ November – Consideration of and possible adoption of the Budget.

  - ❖ December - If needed, Adoption of the 2026 Budget and 2025 Amended Budget.
- Account sign-ups for EOW continue to increase slightly.
  - ❖ Director Szmyd suggested using Director Martens' experience using his EOW data to provide information to his insurance agency as a marketing tool.

District Engineer's Report: District Engineer Eaton presented the following information to the Board:

- LTWD received 13 new taps, and no new Accessory Dwelling Unit (ADU) Commitment to Serve Requests in June, bringing the 2025 year-to-date total to 206 new taps and five ADUs.
- Capital Projects:
  - ❖ Northeast Transmission Line - restarting some of the easement negotiations. Johnstown purchased one of the properties and annexed it into the Town. Staff are waiting for this to finalize before securing that easement.
  - ❖ Operations Manager Reese Saxton continued in the Project Manager (PM) role for the Supervisory Control and Data Acquisition (SCADA) system improvements.
  - ❖ Staff had provided additional information to the consultant for the Water System Master Plan. Staff are waiting for a project status update.
  - ❖ Continuing progress of the Raw Water Infrastructure. Staff have engaged a consultant on the pump station design.
  - ❖ Continued water quality testing at three sites for the Second Use Water.
    - ▪ Director Szmyd questioned what the water quality testing cost. Mr. Eaton advised it is approximately $15,000 per site. Mr. Szmyd advised that the South Platte Basin Roundtable offers grants for this type of project. Water Resources Manager Hoff noted that Water Resources Specialist Joe Pitti is good at grant requests and could help with the process.
  - ❖ Progress with parts for the Twin Mounds Passive Mixing System.
  - ❖ Construction activities continue to progress for the 30-Inch Barefoot Line.
    - ▪ President McMurtrey questioned if this transmission line would be an asset transferred to LTWD when completed. Mr. Eaton advised that was correct.
  - ❖ Design for the Markham Hill Tank was underway.
- New Development Projects:
  - ❖ No new development projects.
  - ❖ Staff were wrapping up some final acceptances for projects.
  - ❖ Mead's building inspector had advised Staff that housing starts were slowing across the state. However, LTWD covers a large area and referrals from other entities continue to come in.
- Other Engineering Department Activities:
  - ❖ The old Geographic Information System (GIS) servers are effectively decommissioned. Staff were reviewing for any remaining assets before pulling the plug

    - Mr. Szmyd questioned if the data on the GIS servers could be transferred to the Cloud. Mr. Eaton advised that was something Staff has discussed over the years, but the data is too critical to entrust to outside parties. Ms. McMurtrey added that if a cloud storage company changes hands there can be issues transferring the data.
    - District Manager Kauffman and Mr. Eaton noted the expertise of GIS Analyst Steve Holmes has been invaluable in allowing LTWD to achieve this critical upgrade.
  - ❖ I-25 CDOT Segment 5 – Impacts to LTWD infrastructure and existing easements continue. These activities continue to involve significant staff time.
  - ❖ The Engineering Department continues to seek one or two additional engineers and has engaged a recruiter. Five potential candidates have been interviewed to date.

Water Resources Manager's Report: Water Resources Manager Hoff presented the following information to the Board:
- The June water usage had tracked on average.
- Windy Gap water had been added to the Cumulative Water Use chart.
- Northern has issued a 75 percent quota.
- There has been some evaporation on Dry Creek Reservoir, as well as some water being pumped by CLFP.
- The drought monitor is showing the area as normal. Ms. Hoff noted that while the area has received a lot of rainfall recently due to the heat, most of the moisture is evaporating or running off.
- The seasonal outlook shows continued hot and dry weather.
- Ms. Hoff read some information on the Colorado River Compact renegotiations and believes good progress is being made.
  - ❖ President McMurtrey noted that the State of Nebraska is suing the State of Colorado over water rights related to the South Platte River.
- Staff will have a Water Loss presentation at the August board meeting.

Operations Manager's Report and Water Quality Update: Operations Manager Saxton presented the following information to the Board:
- Locate requests were down in June but leak repairs were average.
- Monthly Water Quality Report: Monthly Total Coliform samples were within acceptable parameters.
- Project Updates:
  - ❖ Staff are currently testing out new Remote Terminal units (RTUs) and Programmable Logic Controllers (PLCs) to see what will work with LTWD's unique terrain. Almost half of LTWD's current SCADA network is run on old RTUs that have not been produced in 20 years. The SCADA industry is moving to a more cellular based system, which is currently not an option for a lot of the sites in the foothills. Finding the right mix of computing power, then relaying that information via a radio transmission that is reliable is a challenge.

    - District Manager Kauffman noted that Mr. Saxton has been doing an amazing job considering he had never worked with SCADA prior to joining LTWD. President McMurtrey added that the Board feels he has done a very good job stepping into the role. Several other people in attendance added their compliments.
- Safety:
    - Mr. Saxton highlighted a picture of the new Trench Box in use and noted that the box protected an employee from collapsing asphalt.

Business Project Manager's Report: Business Project Manager Tinney presented the following information to the Board:
- Ms. Tinney noted that July is National Ice Cream month and mentioned there was an assortment for the Board to enjoy in the freezer and that Staff had the opportunity to enjoy some throughout the day.
- Policies and Procedures
    - Ms. Tinney expects to have drafts of the signing authority, purchasing, and reserve policies at the August meeting.
- Employee Engagement Activities
    - The Annual Summer Employee get-together will be at Sky Bear Brewing for lunch and The Flipside for fun games.
- Safety projects continue with Operations Manager Saxton doing the work on the rewrite of the current Safety Manual.
- Ms. Tinney continues to support all managers and departments with projects.
- The Special District Association (SDA) Conference is scheduled for September 16 through 18 and the LTWD Board Meeting is scheduled for September 18. Ms. Tinney asked the Board if they want to keep the date the same or schedule a different day for the Board Meeting.

Following discussion, **it was moved by President McMurtrey, seconded by Director Szmyd, to move the September Regular Board Meeting from the 18th to the 25th. The motion carried unanimously.**

DIRECTOR REPORTS
- Director Szmyd questioned if the Colorado Senate Bill regarding rules on non-essential turf has provisions for non-potable water irrigation systems versus potable water irrigation systems. Staff advised that it does not make a difference. Mr. Szmyd advised District Engineer Eaton that Loveland just completed a $11.5M cement water storage tank. Also, Loveland is going out to bond for $50M of water projects.
- Director Brandt noted that he heard the Town of Morrison, CO, is experiencing water problems but he had not heard what the issue was. Mr. Brandt also mentioned that on July 4th while he was working on his fence along Highway 257 some people in a car had crashed right behind him.
- President McMurtrey noted that the City of Boulder had entered into an agreement with a municipality regarding the leasing of excess water.

President McMurtrey asked Ms. Ulmer if she had anything to add. Ms. Ulmer stated it was nice getting to know the staff and getting into the LTWD rhythm at the meeting.

It was moved by Director Brandt, seconded by Director Szmyd, to adjourn the meeting at 6:46 p.m. The motion carried unanimously.

Respectfully submitted,

Amber Kauffman
Secretary