

## RECORD OF PROCEEDINGS

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### MINUTES

#### FORT COLLINS-LOVELAND WATER DISTRICT

**JULY 18, 2017**

The Regular Meeting of the Fort Collins-Loveland Water District was held on July 18, 2017 at 7:00 p.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

**1. Roll Call**

Present: Directors: William Dieterich, George Holter, James Borland, James Petersen and Dale Leach

Excused Absence:

Others Present: Chris Matkins, District Manager, Terry Farrill, District Engineer, Richard Raines, Water Resources, Lief Lesoing, Scott Dickmeyer, and Kathy Hawkins, Retiring District Controller.

**Business Conducted:**

**2. Reading of The Minutes**

The Minutes of the Regular Board Meeting on June 20, 2017, were read and approved.

**3. Public Comment**

The Board expressed gratitude for Kathy Hawkins honesty and integrity.

**4. Public Hearing for Petition of Inclusion of Three 35 Acre Parcels**

The Manager reported that notice of public hearing has been published in accordance with Colorado State Statutes and therefore the meeting should be declared open for the purpose of hearing any opposition to the inclusion. No persons(s) appeared at the hearing. The Manager reported that the District has not received any letters of opposition. Staff recommends favorable action by the Board. After discussion, it was:

**Moved by Director Holter and seconded  
by Director Petersen to include the  
property into the District.  
Motion carried 5-0**

**5. Water Resources Update**

Scott Dickmeyer introduced himself to the Board as a new Water Resources Specialist. Scott described his engineering education and experience and contributions to the District through this year's efforts to fill the Gravel Ponds. Richard Raines described water supplies for this year, which are looking more than adequate for projected demands with four months remaining in the water year. Mr. Raines also updated the Board on the Jackson Ditch Company negotiations. Mr. Raines also presented a multi-year lease for NPIC agricultural water for Board feedback. As long as volumes are reasonable (less than 3,000 AF), Director Leach supports this approach. The Board also suggested including a 'hold harmless' clause to ensure that the District is not obligated to deliver water if it is unavailable or deliver to specific areas of the NPIC system. The Board supports providing certainty to farmers when possible.

## **6. *Presentation of Regional Water Treatment Study by the 'Groupe'***

Mr. Farrill summarized this Regional Water Treatment study. Since ultimate FCLWD Peak Day demand is projected to be 46 MGD in 2040, this option offers a solution to fill the remaining water treatment supply gap. Preliminary locations for the proposed facility are near Cobb Lake, and will pump water from the Poudre River downstream of Fort Collins to the proposed plant. Windsor, Severance, Eaton and FCLWD are the four participants, and will meet with a Financial Planner on the 26<sup>th</sup>. Estimated costs are \$77M for a 20 MGD Plant, with an initial 10 MGD first phase (\$60.5M). The Board inquired about Northern Waters' influence in the operation of the flows, and the operational cost allocations associated with these pipes.

## **7. *CBT and NPIC Water Purchase Update***

The General Manager reviewed recent water accumulations and remaining unspent budget for 2017 in this category. The General Manager also relayed a recent conversation from Northern Water indicating only 36,000 of the available 310,000 shares are still attached to land and available for acquisition.

## **8. *Managers Update***

A. *General Information* – The General Manager reviewed a memo prepared by District Controller, Kathy Hawkins, concerning health insurance funding challenges that will need to be addressed soon. The General Manager also distributed a draft IGA for outlining the Management Costs charged to the SFCSD from the FCLWD. This was recommended this year (for the third year in a row) during the audit process by Anton Collins & Mitchell. The Board had several questions regarding current allocations of time, costs, and personnel costs for this arrangement. The Board directed the General Manager to update these estimates for future Board consideration.

The General Manager also informed the Board that the Insurance Pool has covered \$12,678.82 of the \$13,678.82 claim associated with the ransom ware incident.

The Board was updated regarding a recent hire at Soldier Canyon Filter Plant. The Board expressed a concern that Filter Plant staff need to improve communication and coordination on future staff hires of critical positions. The General Manager updated the Board on the final Filter Plant expansion scope, including Taste and Odor Facilities; authorization of a CMAR approach to construction; and the pending proposal from Stantec for final design.

The Board was updated on the recent increase in after-hours leaks; four in the last two months. The Board was also updated on the pending Controller, Mrs. Amanda Proctor, who is scheduled to start work in early August. The Board was updated that the increased 2-year Warranty/Financial Instrument policy requirements are now in place. Other updates from the General Manager included the completion of State requirements associated with the Sanitary Survey; the satisfactory results associated with the new Lead and Copper customer sampling and testing being managed by the District; and an opportunity to purchase Fort Lupton's share of the NISP project.

Director Dieterich passed around a news article for an upcoming networking/learning opportunity: "Water Optimism and Innovation" held on the CSU campus on July 24, 2017.

B. *Financial Statements* - The General Manager reported that the Financial Statements prepared by Kathy Hawkins, Controller, are included with the agenda packet for their review.

C. *Tap Purchases* - The Manager reported that 53 taps have been sold in the month of June for revenues of \$1,695,200 and for the year, 271 taps have been sold with revenues in the amount of \$8,674,900.

**9. Other Business**

The Board authorized a one-time bonus appreciation payment to Mrs. Kathy Hawkins of \$5,000.

**10. Disbursements**

The Manager presented disbursements for June in the amount of \$1,186,838.95. After discussion, it was:

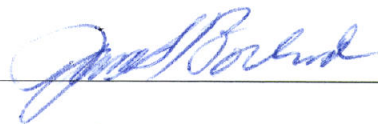
**Moved by Director Leach and seconded  
by Director Holter to approve the  
disbursements for June 2017.  
*Motion carried 5-0***

**11. Adjournment**

There being no further business to come before the Board, the meeting was adjourned at 9:15 PM.

Respectfully,

/s/



/s/



Date Approved: \_\_\_\_\_

8/15/2017