

RECORD OF PROCEEDINGS

MINUTES

FORT COLLINS-LOVELAND WATER DISTRICT

SEPTEMBER 19, 2017

The Regular Meeting of the Fort Collins-Loveland Water District was held on September 19, 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 and James Petersen

Excused Absence: Director Dale Leach

Others Present: Chris Matkins, District Manager, Amanda Proctor, District Controller, and Raftelis Financial Consultants

Business Conducted:

2. Reading of The Minutes

The Minutes of the Regular Board Meeting on August 15, 2017, were read and approved.

3. Public Comment

None

4. Impact Fee Analysis

Raftelis Financial Consultants presented a preliminary plant investment fee analysis. They first started with explaining the three methodologies, buy-in, hybrid, and incremental. Then they went through the suggested preliminary plant investment fees with each methodology. Next Raftelis presented options on scaling the water resources portion of a plant investment fee using lot size, as there is data to conclude that lot size directly impacts water usage.

Raftelis then asked the Board for guidance on how to proceed to the final recommendation of plant investment fees, the financial statement scenarios, and the charge of service recommendations. The Board concluded that the hybrid method should be used for the plant investment fee and the raw water requirements should be scaled by using lot size as the determination.

Raftelis, using the Board's recommendations, will come to the October meeting with their final recommendations in regard to plant investment fees and charge of service fees.

5. Health Insurance Options and Staff Recommendation

Amanda Proctor, District Controller, discussed the need to change employee health insurance options. She discussed the results of an employee health insurance survey. The top items for this survey we learned is that most employees would like a one payor streamlined process, better customer service with claims, and that the employees and spouses need to be educated regarding their health insurance offerings.

Amanda stated that she and Chris are actively pursuing a few options with a new broker. She stated that the goal is to try to keep the employees out of pocket costs low, maintain a preferred health network that the employees already use, and increase the customer service to District employees.

6. Draft Budget Overview and Hearing Setting

District Manager, Chris Matkins, went through a preliminary Budget summary. He went over the main changes to the preliminary budget from the 2017 budget. The Soldier Canyon Water Treatment Authority established a rate structure for water being delivered, and will also begin building the Water Treatment Plant expansion in 2018. The District is proposing to purchase one new truck, and one valve exercising truck. The District will also be assuming that 275 water taps will be purchased in 2018.

Staff will continue to work on the budget. During the October Board meeting a detailed budget will be presented.

The Board requested a detailed breakdown of total compensation packages, including wages, benefits, vacation time, insurance, comp time, and overtime for all Water District employees to be reviewed in conjunction with the proposed 2018 budget. The Board also requested comparable information from surrounding providers to compare.

7. Managers Update

A. General Information

Chris went over highlights of the recent Soldier Canyon Water Authority's meetings. Authority has received the proposal from the Engineer for the final design phase which will cost about \$3.5 million. The Board of the Authority will be having a special session to approve of the Final Design Engineering contract. Chris reminded the Board of a joint Board meeting, with all Authority participants and their Boards, on October 26, 2017, at the Ptarmigan Country Club.

Chris informed the Board regarding a pressure issue with the new Larimer Humane Society building. He stated that the District staff worked with the Design Engineers that were on the Larimer Humane Society project to remediate the situation. Larimer Humane Society is now in their building, and no further issues were noted.

He also informed the Board that in the Spring of 2018 the District will be making a 24" line connection with the City of Fort Collins to aid in servicing the District customers in the Southern portion of the District.

Lastly, Chris submitted a vacation request for November 4-13th, 2017. The Board had no objections to the request.

B. Financial Statements

The General Manager reported that the Financial Statements prepared by Amanda Proctor, District Controller, are included with the agenda packet for their review.

C. Tap Purchases

The Manager reported that 27 taps have been sold in the month of August for revenues of \$888,800 and for the year, 323 taps have been sold with revenues in the amount of \$10,407,200.

8. Other Business

The Board elected to change the date of the December Board meeting from December 19, 2017 to December 12, 2017.

9. Disbursements

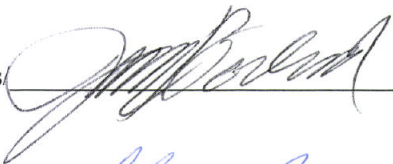
The Manager presented disbursements for August in the amount of \$1,722,395.91. After discussion, it was:

**Moved by Director Holter and seconded
by Director Dieterich to approve the
disbursements for August 2017.
Motion carried 4-0**

10. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:35 PM.

Respectfully,

/s/ 

/s/ 

Date Approved: 10/17/2017

RECORD OF PROCEEDINGS

MINUTES

FORT COLLINS-LOVELAND WATER DISTRICT

AUGUST 15, 2017

The Regular Meeting of the Fort Collins-Loveland Water District was held on August 15, 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, Amanda Proctor, District Controller and Richard Raines, Water Resources.

Business Conducted:

2. Reading of The Minutes

The Minutes of the Regular Board Meeting on July 18, 2017, were read and approved.

3. Public Comment

None

4. Introduction of the New District Controller, Mrs. Amanda Proctor

Mrs. Amanda Proctor, District Controller, provided the Board a short introduction of herself.

5. Water Resources Update – Richard Raines

Richard Raines updated the Board on several projects. First, the Pond 4 closing is set for August 22, 2017. Next, the Jackson Ditch Water Court case is almost wrapped up. Richard then informed the Board that the Gravel Pit Master Plan should be finished by the end of September. Once the report is finalized, Richard will present the plan to the Board.

Richard also informed the Board that the Soldier Canyon Water Treatment Authority is diverting 18.5 cfs from the Poudre River under the 1998 Diversion Rights.

Richard went over the latest version of the Jackson Lake Agreement. The agreement with Jackson Lake has been in negotiations for approximately four years. He felt that the agreement was a good compromise for both parties.