

RECORD OF PROCEEDINGS

MINUTES

FORT COLLINS-LOVELAND WATER DISTRICT

NOVEMBER 21, 2017

The Regular Meeting of the Fort Collins-Loveland Water District was held on November 21, 2017 at 7:00 p.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

1. Roll Call

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

Excused Absence:

Others Present: Chris Matkins, District Manager, Amanda Proctor, District Controller, Terry Farrill, District Engineer, and Ron Ruff

Business Conducted:

2. Reading of The Minutes

The Minutes of the Regular Board Meeting on October 17, 2017, were read and approved.

3. Public Comment

None

4. Election of Board Officers

Due to the passing of Director James Petersen, the Board appointed Ron Ruff to fill out his vacant Board seat.

**Moved by Director Leach and seconded
by Director Holter to fill the vacant Board
seat with Mr. Ron Ruff
Motion carried 4-0**

Then the Board accepted nominations for Treasurer. Director William Dieterich was nominated to be fill the Treasurer position.

**Moved by Director Holter and seconded
by Director Leach to elect Director
William Dieterich to fill the Treasurer
Position.
Motion carried 4-0**

5. Acceptance of Final 2018 Budget and Resolutions

The 2018 Operating and Capital Budget and applicable Resolutions for both Larimer and Weld County were presented for Adoption. After discussion it was:

**Moved by Director Holter and seconded
by Director Leach to formally adopt the
2018 Operating and Capital Budget and
the accompanying Resolutions
Motion carried 4-0**

6. Cost of Service and Impact Fee Analysis

Terry Farrill, District Engineer, presented the Board with proposed rates and fees for the Raw Water fee, Plant Investment fee, and monthly costs of service. These rates were extracted from the Raftelis Draft Report. The Board discussed the cutoff for lot size, raw water scaling and tier monthly rate schedules. The Board directed Terry to place a ceiling on 12,000-foot lot sizes for the scaled raw water component and to have Raftelis look into the monthly tiered rates.

7. Compensation Analysis

District Manager, Chris Matkins, discussed preliminary findings from the compensation survey that was conducted on all employees. He stated that there were still areas that needed to be addressed. At the December meeting he would discuss the results in depth with the Board.

Next Chris presented the proposed year end bonuses for employees. The Board recognized the excellent last year for all District staff, and motioned to accept the year-end bonuses.

**Moved by Director Leach and seconded
by Director Holter to accept the year-end
bonuses.
Motion carried 4-0**

8. Managers Update

A. General Information

Chris stated that all of the repairs to the Water Tank by Hughes Stadium were completed and the tank would begin to be filled the following week.

Chris provided the draft IGA agreement with the Town of Windsor. The key provisions in the draft are the term duration is 10 years with a five-year extension. Annually the agreement will increase based on the CPI Index. Windsor also would like to use a District Tank, by Crossroads, for and emergency water supply. The District needs to determine whether the District will receive an up-front one-time payment, or charge based on a volumetric rate.

Chris presented the 14th Interim Agreement for the NISP Project.

Chris stated that there will be an election in May 2018. There are no items that need to be completed at this time.

Chris announced that the annual joint Board holiday celebration for Board members and Spouses will be at the Candlelight Dinner Theater on December 6, 2017 at 5:00 pm.

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 20 taps have been sold in the month of October for revenues of \$906,200 and for the year, 372 taps have been sold with revenues in the amount of \$12,759,400.

9. Other Business

None

10. Disbursements

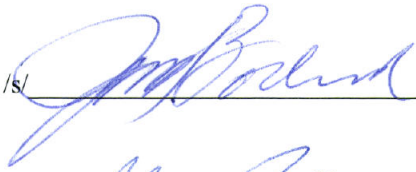

The Manager presented disbursements for September in the amount of \$1,518,229.79. After discussion, it was:

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

11. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:47 PM.

Respectfully,

/s/ 
/s/ 

Date Approved: 12/12/2017