

RECORD OF PROCEEDINGS

MINUTES

FORT COLLINS-LOVELAND WATER DISTRICT

OCTOBER 16, 2018

The Regular Meeting of the Fort Collins-Loveland Water District was held on October 16, 2018 at 7:00 p.m., at 5150 Snead Drive, Fort Collins, Colorado 80525.

1. Roll Call

Present: Directors: Ron Ruff, James Borland, Dale Leach, William Dieterich and Michael Pruznick

Excused Absence:

Others Present: Chris Matkins, District Manager, Amanda Proctor, District Controller, and Richard Raines, Water Resources

Business Conducted:

2. Public Comment

None

3. Consent Agenda

Several Items were presented for the consent agenda. After discussion the Board unanimously accepted the minutes.

4. Water Resources – Richard Raines

Richard Raines, Water Resource Manager, provided a summary of the water year. He stated that overall demand had increased about 5% from the prior year. August and September had the highest demand for water due to hot and dry conditions.

Richard stated that the excess CBT water not used will go into the regional pool.

Richard then discussed having Tetra Tech study Currie Pond B and C to determine what material to use to potentially line the ponds with. The maximum total project is \$190,374; the District's share is approximately \$40,000. Richard stated that Currie Pond B and C will hold about 475 acre feet of water. Director Leach expressed concern about the cost of the Engineering Services proposal, and stated he thought it could be performed for less. After further Board discussion it was:

**Moved by Director Pruznick and seconded by Director Dieterich to authorize the District Manager to execute the professional services agreement with Tetra Tech to complete the Currie Ponds Project up to a maximum fee of \$190,374 after staff meets with Tetra Tech to reduce the scope of services and associated fees, which will modify Exhibit B.
*Motion carried 4-1(Director Leach opposing)***

5. Second Reading for the Petition of Inclusion for Elizabeth Carol Gulley, 17.93 Acres of Land

Chris Matkins, District Manager, read through the petition for inclusion of 17.93 acres of land and answered questions regarding the inclusion process. He stated that there had been no communication received against the inclusion.

**Moved by Director Leach and seconded by Director Dietrich to approve the petition of inclusion.
Motion carried 5-0**

6. Health Insurance Update

Chris Matkins, District Manager, went through the history of the health insurance benefits offered to the employees. He stated that due to escalating costs, the District changed brokers and health insurance plans offered to employees in the fall of 2017. In 2018 the District is adding a third health insurance plan to address the concern of employees regarding out of pocket expenses. This third plan option will not cost the District any additional money. Chris stated that the health insurance plans offered had a 5% increase from the prior year, and that this is budgeted accordingly.

7. Managers Update

A. General Information

Chris stated that Jim Borland has been on the Colorado Special Districts Property and Liability Pool Board for several years. Chris would like to nominate Jim to continue to be on the Board. The board warmly supported Director Borland's service to the Pool Board.

Chris discussed the SCWTA budget. He stated that there was discussion with the Authority Board regarding using rates to pay for Capital projects or whether or not cash calls will put out to the Districts based on ownership. The Board discussed the benefits of both options.

Chris had an engagement letter from the firm that Andy Nathan works for concerning potential litigation regarding water tap fees.

**Moved by Director Pruznick and seconded by Director Ruff to approve the retention of Andy Nathan's firm according to the terms of the engagement letter.
Motion carried 5-0**

Chris stated that the budget included new Board room equipment and furniture. Chris is anticipating options for the board in 2019 of possibilities of the new Board room. The Board directed Chris to develop a few options, with a range of features and cost for the Board to evaluate.

Chris stated that he had discussions with the City of Fort Collins to prepay the note payable. The payoff of the note payable will likely be included in the City's budget and City Utility Leaders have requested that the District's continued support of this proposed payment to ensure a quick administration should this item be brought to the City of Fort Collins Council for action in early 2019.

Chris stated that the new website design is on track to be live in November.

An opportunity has arisen to purchase New Mercer shares. The board discussed future water purchases and price points to purchase them at. The Board advised on passing on the CBT unit auction.

Chris informed the Board about a significant workers comp claim that had been incurred by an employee in Operations. Chris informed the Board that the Board should expect an increase in workers comp insurance for the years 2020, 2021 and 2022 as a result.

On October 18, 2018, at the Ptarmigan County Club will be the annual Tri-District meeting and dinner, starting with a Happy Hour at 5:30 PM and dinner at 6:30 PM.

On December 6, 2018, will be the annual joint Board Christmas party at the Candlelight Theatre. Electronic invites will also be going out soon and the Board is requested to RSVP by November 21, 2018.

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 41 taps have been sold in the month of September for revenues of \$1,677,459 and for the year, 521 taps have been sold with revenues in the amount of \$19,713,559.

8. Other Business

None

9. Disbursements

The Manager presented disbursements for September 2018 in the amount of \$852,065.13. After discussion, it was:

**Moved by Director Ruff and seconded by
Director Pruznick to approve the
Disbursements for September 2018.
Motion carried 5-0**

10. Adjournment

There being no further business to come before the Board, the meeting was adjourned at 9:45 PM.

Respectfully,

[Signature]
/s/ _____
[Signature]
/s/ _____

Date Approved: 11/20/2018